



Interoffice Memorandum

October 5, 2021

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

~~FROM:~~

Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager,
Procurement Division

CONTACT: Edward Cuartas, Customer Service Division Manager, Utilities
Department
407-254-9940

SUBJECT: Ratification of Purchase Order M105284, Renewal of Software Support and
Licensing for DOC1, CODE1 and Mailstream Software

ACTION REQUESTED:

Ratification of Purchase Order M105284, Renewal of Software Support and Licensing
for DOC1, CODE1 and Mailstream Software, with Precisely Software Inc., in the
amount of \$124,338.13.

PROCUREMENT:

This purchase order will provide licensing and software support for creating effective
business documents and postal address verification as well as document creation through
data integration, printing, and delivery for the Utilities Department for the period of October
1, 2021 through September 30, 2022.

FUNDING:

Funding is available in the account numbers 0001-031-0506-3192 and 4420-038-1308-
3192.

APPROVALS:

The Utilities Department and Information Systems and Services Division concur with
this recommendation.

REMARKS:

In June 2004, the Board approved award of Contract Y3-616 for a Customer Information
Services System that included Group 1 Software Inc., a subsidiary of Pitney Bowes. This
software provides autonomy in creating effective business documents and postal address
verification from data integration to printing and delivery. This software is proprietary to
Pitney Bowes Software Inc., who purchased Group 1 Software Inc., and which was
acquired by Precisely Software Inc. They are the only vendor with the ability and expertise

to support the software for the purpose of maintenance services, including software updates, enhancements, bug fixes, and standard technical support issues. The price is considered fair and reasonable because it is the standard fee for a utility of the County's size (mid-tier) and reflects an increase of 4.7% from the previous year.

The pricing for renewal is reasonable considering the extensive integrations and value provided when compared to decoupling the current software and integrating new software.

The software has been modified, customized, and integrated with our CIS system and is necessary to the County to conduct ongoing business as well as ensure efficient and effective collection of revenue in a timely manner.