

TOWN OF VIENNA

Request For Waiver

Req #	Dept Finance	Date 06/22/2016	Dept Head Signature <i>Margaret S. [Signature]</i>	Proposed Vendor SunGard Public Sector	Amount \$ 50,269.35
A Request For Waiver is required by the Town's Procurement Policies and Procedures. Check the box below that applies to the proposed purchase.					
Sole Source/Proprietary	<input checked="" type="checkbox"/>	Emergency Procurement	<input type="checkbox"/>	Waive Purchase Procedures	<input type="checkbox"/>

CHECK JUSTIFICATION(S) BELOW THAT APPLY TO THE PROPOSED PURCHASE AND SUPPLY DOCUMENTATION/EXPLANATION AS REQUIRED

- ☒ 1. Commodity/Service is from the original manufacturer or provider. There are no other distributors. (Findings must be documented below or attached)
- ☒ 2. The product is an integral part of existing equipment. Other brands not interchangeable. (State manufacturer and model number of existing equipment below.)
- ☐ 3. Only known product that meets the specialized needs of the department to bring about continuity of results. (Explain in detail below or attached)
- ☐ 4. Staff has had extensive training and/or experience with the product. Purchase of other than proposed product would incur substantial cost in re-training. (Explain in detail below or attached)
- ☐ 5. Purchase of this item/service is of an urgent nature because it is essential to public health & safety. (Describe in detail below)
- ☐ 6. Unable to obtain 3 or more quotes for item/service (Explain in detail below or attached)
- ☐ 7. None of the above apply. (State justification below and explain in detail)

Explanation:

SunGard is the original provider of proprietary software. They are the only ones who can maintain this product.

This waiver includes the main contract for \$43,896.00 plus maintenance fees on system modifications for FY17 of \$6,373.35

Council will consider award on July 11, 2016

Reviewed by: *[Signature]*
Purchasing Agent

Date: 6/24/16

Reviewed by: *[Signature]*
Town Attorney

Date: 6/27/16

Reviewed and Approved by: *[Signature]*
Finance Director

Date: 6/27/16

Reviewed and Approved by: *[Signature]*
Town Manager

Date: 06/29/16