



JUSTIFICATION AND APPROVAL FOR ALLOWING AWARD OF CONTRACT WITHOUT COMPETITION

(Section A must be completed by the User Department and then submitted to the Department of Purchasing & Contract Compliance)

SECTION A

Department: *Finance, Purchasing, Personnel, and Information Technology*

Department Contact: *Derek McKay*

Description of Supplies/Services: *Software licenses, configuration, migration and implementation of version 3.10 of AMS Advantage ERP (Enterprise Resource Planning) application*

Demonstration of Contractor's Unique Qualifications:

CGI's AMS Advantage ERP solutions provide Financial Management, HR Management, Procurement, Performance Budgeting, and Business Intelligence. It is specifically designed for state and local governments and it conforms to GASB, GAAP, CAFR, CMIA and FASB.

The County is currently on version 3.8.0.2, which is currently supported at a Tier 1 level by CGI. Upon the release of 3.11, which is slated at the end of the year 2015, version 3.8.0.2 will be supported at a Tier 2 level.

The upgrade to version 3.10 will provide operating efficiencies to all County users and also will provide capabilities not available in the current version. A small subset of the new benefits is shown below:

- *Open Enrollment Module which will save the County resources (time, people, and money) by no longer requiring a 3rd party vendor for the employee open enrollment. Additionally, there will be no interface needed since the employee selections and data will not be coming from a 3rd party application.*
- *Employee Performance Evaluation – County personnel staff will be able to complete the performance appraisal within the application. Hard copies will no longer be required and a consistent storage repository for all staff performance appraisals.*
- *Upgrade to AMS 3.10 – to include the following as new implementation*
 - *Electronic Invoicing capability – efficiencies will be achieved by allowing vendors to submit invoices electronically. Paper copies and manual handling of invoices can be eliminated. Based on the current environment, a workflow that moves the invoice to the department for approval and back to Finance for payment processing will streamline the time for payments significantly. This efficiency in electronic invoicing will remain as staff is centralized in that it helps to maintain a consistent process.*
 - *Cost Accounting – a module for managing, tracking and monitoring County grants will make that process more consistent and efficient.*
 - *Accounts Receivable – responsible for billing and collecting money owed to an entity. Accounts Receivable includes: tracking who owes the entity money and how much, recording accounting events for receivables and collections, processing billing, recording money received, tracking customer financial and credit history, providing reports and inquiries into Accounts Receivable status CGI has been providing support and maintenance including implementation services, post- implementation supports, consulting services, upgrade services, and supports to variety of areas: system- related issues and day-to-day operations (both technical and functional). In addition, they have been providing technical support on various third-party products.*

CGI is the owner of AMS Advantage ERP solutions. AMS Advantage ERP solutions was procured after a competitive process and multiple review process of user requirements in 1988. The CGI Software applications are only produced by CGI. CGI developed and owns the software code and all rights to the software being installed and implemented. The technical data for all the CGI products is proprietary to CGI. The support, training, configuration, and implementation of these applications is only available through CGI. Those services are part of the upgrade request.

Replacement of these applications with another product or vendor would result in extensive developmental efforts, significant retraining dollars, and significantly higher costs to Fulton County.

The services required to perform the upgrade require that the contractor have direct access to CGI code, Fulton County business practices and processes, and all recent updates to the current application and data. CGI has not licensed or otherwise given access to proprietary code and data to any resellers or third party vendors.

These solutions will be used by county-wide users in all departments and provide critical services, including tracking and controlling internal and external funding sources and fiscal and multi-year budgets, budgeting and forecasting processes, streamlining the HR and payroll process from hire to retire, managing benefits and leave, purchasing, web-based vendor-self-service, and data reporting. If this item is not approved, major business processes of the County will be negatively impacted, as many of the improvements and enhancements in these three major critical areas are included in the new version, and will not be able to be implemented.

(Section B must be completed by the Department of Purchasing & Contract Compliance)

SECTION B

MARKET SURVEY

Results of Market Survey

Date Public Notice posted on website: 03/17/2015

Date Public Notice closed: 03/24/2015

REVIEW OF OFFER(S)

Were any offers received (Y/N):

Number of offers received:

Respondents:

Date Offers submitted to User Department for review:

User Department review and recommendation:

Purchasing Agent review and recommendation:

CERTIFICATION

Having conducted a good faith review of source availability regarding the materials, goods and or services stipulated herein, subsequent to consultation with the County Manager and the recommendation of the User Department, it has been determined that there is only one source available for the required work, labor or service to be done or the supplies, materials, or equipment to be furnished, per the Fulton County Code of Ordinances §102-384, Award without competition.

I, Felicia Strong-Whitaker, Interim Purchasing Director, certify that the facts and representations under my cognizance which are included in this justification and its supporting documentation which form the basis for this justification are complete and accurate.

Felicia Strong-Whitaker
Interim Purchasing Director

Date

I, Dick Anderson, County Manager, certify that the facts and representations under my cognizance which are included in this justification and its supporting documentation which form the basis for this justification are complete and accurate.

Dick Anderson
County Manager

Date