

County of Albany
Department of General Services – Purchasing Division
Sole Source Justification

Procurement Policy, Section IV: Sole Source Procurements

A sole source procurement is justified when there is only one good or service that can reasonably meet the need *and* there is only one vendor who can provide the good or service.

Department: **Division of Information Services**

Contact Name: **Patrick Alderson**

Phone #: **518-447-7200**

Requisition #: **N/A**

Describe in detail the products and/or services to be procured:

Procure Tyler Technologies services for the migration of the MUNIS/EERP application to a cloud hosted environment. Additionally, The Division of Information Services would like to procure employee self service capabilities, recruiting modules, and content/document management functionality.

Detail how this/ these produce(s) meet(s) your needs. Define the unique benefits to the County of the item as compared to other products in the marketplace. Show that no other product provides substantially equivalent or similar benefits and that, considering the benefits received, the cost of the item is reasonable in comparison to other products in the marketplace. (Attach a separate page if needed)

Vendor Name: **Tyler Technologies**

Vendor Address: **One Tyler Drive, Yarmouth, ME 04096**

Phone: **(800) 772-2260**

Fax: **N/A**

Product Needed by date: **1/1/2025**

Estimated Total Dollars for this procurement: **\$2,225,764**

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Attach a detailed explanation of Vendor Sole Source Status, i.e., what is the basis for your identifying this vendor as a sole source? Check any that apply.

- The vendor is the manufacturer of the product and has no distributors.
(Attach manufacturer's letter as documentation.)
- The vendor is the only reseller of the manufacturer's product in this geographic region.
(Attach manufacturer's letter as documentation.)
- Item to be purchased is a supply for equipment which is under warranty,
and use of any product other than specified will void the warranty.
(Attach copy of warranty with such requirement highlighted).
- Item is proprietary and is additional product or software which must work
with an existing system.
(Provide letter of documentation from system manufacturer.)
- Product has been standardized for use in Albany County through the
Albany County legislative process.
(Attach copy of Resolution.)
- Other
(Provide a statement on a separate page with detailed documentation.)

Department Head or Designee:

Patrick Alderson

Signature:

Patrick Alderson