

**Department of Administration  
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval  
For Single Source Contract  
Contract #E0000014353**

**Background:**

<b>User Department:</b>	Office of the City Treasurer
<b>Purchasing Agent:</b>	Karen Jeffries, CPPB
<b>Contract Description:</b>	Vendor Service Contract for iNovah v2 Enterprise Software Support and Maintenance Services
<b>Vendor Name and Location:</b>	System Innovators (Jacksonville, FL), a Division of N. Harris Computer Corporation (Ottawa, Ontario)
<b>Contract Term:</b>	2/1/2016 through 01/31/2021
<b>Requisition # and Date Received:</b>	0000014353, 12/4/2015
<b>Original Contract Amount:</b>	\$142,072.47

**Purpose of Contract:**

The Office of the City Treasurer is seeking to enter into a new Vendor Service Contract with System Innovators to assure the continued support and maintenance of the proprietary cashing software in use since 1990. The software has been upgraded through several generations to its current iteration, iNovah. The contract proposed is for a five year period to commence on February 1, 2016 through January 31, 2021.

**Justification for Waiver:**

Under the scope of this contract, the iNovah cashing software will continue to be used to process and account for all payments tendered within the Office of the City Treasurer, which consisted of 220,817 transactions, totaling \$2.7 billion, in fiscal 2014. A number of transaction data files are generated for DER COBRA insurance premium payments, DPW's various accounts receivable payments and ERS insurance premium payments which are uploaded to various departmental systems, including, but not limited to, the Financial Information Management System (FMIS) general ledger and accounts receivable, the tax collection system and the City Clerk license division payment system.

The proprietary software support services agreement requested is required to assure the continued operability of the cashier system software used by the City Treasurer for over twenty-five years.

  
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City Purchasing Director

1-7-2016  
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Date

**F&P Waiver Presentation Date:** 1/13/2016