

## EXECUTIVE SUMMARY

### Recommendation of \$500,000 or Greater 19-122E – Filemaker Pro Database Licensing Maintenance

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#### **Introduction**

##### **Responsible: Procurement and Warehousing Services (PWS)**

This request is to approve the recommendation to award Invitation to Bid (ITB) 19-122E to Database Development Services, Inc. for three (3) years starting July 1, 2019 through June 30, 2022, with an option for two (2) additional one (1) year renewals periods. ITB 19-122E will facilitate the purchase of maintenance and support for The School Board of Broward County, Florida's (SBBC), District-wide Filemaker Database perpetual licensing. The spending authority requested for the term of the agreement is \$589,888.

#### **Goods/Services Description**

##### **Responsible: Information & Technology (I&T)**

The FileMaker database program is used throughout the District by schools and departments to create and monitor various types of data, as well as automate workflow processes. As an example, Before & After School Child Care (BASCC) utilizes a Filemaker database application built by SBBC staff and known as PDMS to manage their program, which generates an annual gross revenue of over \$25 Million for the schools using it. PDMS prevents audit issues and rosters student attendance. It was provided to our private providers of Before & After School programs two years ago to improve their program management.

Additional examples of Filemaker use throughout the District include the Business Support Services Department for field trip logs and monies collected, the Risk Management Department for a hurricane database, Capital Budgets for tracking grants and payments for Budget and District-wide for the monitoring of inventory data.

Many schools and district sites are dependent upon this software (18,600 installations across the District), necessitating continued support from Filemaker, including the ability to upgrade from the current version, to facilitate business continuity for staff. The process of moving data and/or re-developing workflow processes to another database software would require extensive cost in terms of time, training, and development.

#### **Procurement Method**

##### **Responsible: PWS**

The solicitation ran from May 7, 2019 through May 24, 2019. There were three hundred, and eighty-nine (389) vendors notified, nine (9) vendors downloaded the ITB and four (4) bids were received before bid opening. The bid was awarded by group to the vendor who provided the lowest pricing and was responsive and responsible, meeting all specifications, terms, and conditions. The lowest annual cost option was selected.

Affirmative Procurement for this solicitation: SBBC strongly encourages S/M/WBE participation. No points were awarded for S/M/WBE participation. Database Development Service, Inc. is not an S/M/WBE certified vendor with SBBC, however, they contracted with C&C International Computers & Consultants, Inc., which is an SBBC Certified S/M/WBE vendor

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**Financial Impact**  
**Responsible: PWS, I&T, and Finance**

The total spending authority requested for the term of the agreement is \$589,888 (rounded), which represents the cost of maintenance/support for perpetual, District-wide licensing for a headcount of 27,502 as detailed below. The funding source for this item is the I&T operating budget.

Filemaker Existing Licenses (headcount)	20,000
<u>x Unit price (3 years)</u>	<u>\$27.15</u>
Subtotal	\$543,000
Filemaker True-Up (headcount)	7,502
<u>x Unit price (3 years)</u>	<u>\$6.25</u>
Subtotal (rounded)	\$46,887
<b><u>Total price (rounded)</u></b>	<b><u>\$589,888</u></b>

The previous solicitation ITB 16-151E was awarded on June 21, 2016, with a term of July 1, 2016 through June 30, 2019, with an approved spending authority of \$527,067 for 20,000 users.

Staff began working on this Bid the first week of January 2019 but encountered unforeseen obstacles. Filemaker advised that their site licensing model changed during the term of SBBC’s previous bid, 16-151E from “licensed by computer” to “all headcount licensed,” which would consider all SBBC staff headcount, bringing a considerable cost increase to the District. The number of computers licensed in 2016 was 20,000, while staff headcount is approximately 27,000 therefore, Filemaker declared this a compliance issue, considering the new business model, and required an immediate license increase or “true up” for an anticipated cost of \$909,849. Drafting of the ITB was then stalled pending resolution of this issue. After a long and complex negotiation, ended in March 2019, which involved PWS and I&T teams, the staff was able to negotiate with Filemaker to waive the true-up cost. This Bid was then written and released, considering the new business model and the result of the negotiations with Filemaker. The cost avoidance resulting from the described negotiations with Filemaker, due to true up, is \$909,849.

The approval of this recommendation does not mean the authorized amount will be spent.