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Purchasing Summary

EVENT #4654	TITLE: Cemetery Management Software	ESTIMATED COST OF: $38,730.00
TYPE OF PROCUREMENT: RFP	ANNUAL CONTRACT ☒ ANNUAL MAINTENANCE AGREEMENT ☐	ONE TIME PURCHASE ☐

CONTRACT TERM (IF APPLICABLE)
June 6, 2019 through June 5, 2020

M/WBE (IF APPLICABLE)
N/A

MATRIX (IF APPLICABLE)

Proposer	Proposer's Qualifications and Experience 30 points	Software capabilities 20 points	Fees 25 points	References 10 points	MWBE Goals 10 points	Local Vendor Participation 5 points	Total
Cemsites	30	20	25	10	0	0	85

NOTES

Recommend approval to renew annual contract for cemeteries software with CemSites in the estimated amount of $38,730.00. This system is used to present multiple features, such as interactive mapping and inventory management, and will safeguard vital cemetery records by providing digital backup. The system also offers a mobile application that can provide the public with a user-friendly method of locating burial sites and schedules of current interments. The annual licensing includes Website, AR Finance and a tech bundle that includes up to seven user profiles. This renewal amount is less than the original award amount because it is only the cost of renewing the licenses.

This contract was originally approved by Council on February 16, 2017 in the amount of $199,532.07. This is the second of four renewal options available.

The proposal was advertised, opened, and reviewed. Delivery: As needed. Terms: Net 30 days. The bidders were:

B.P.   (CemSites) (Perryopolis, PA)[D] $199,532.07*

A pre-bid conference was not conducted as this is an annual contract renewal. (D) Indicates non-local, non-DBE business. (*) Indicates original proposal pricing. Recommend approval.

Local Available: No
Total Sent: 346
Total Received: 1
DBE Received: 0
Vendor Federally Debarred/Suspended: No