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→ Brian → 05.13.15  
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5-13-15



# CITY OF ORLANDO REQUEST FOR A SOLE SOURCE PROCUREMENT

**NOTE:** This form is to be used for items that are available from only one source and there are no alternates. Forward to the Procurement and Contracts Division sixty (60) days prior to actual need.

Date Submitted: 5/8/2015 Requesting Division/Department: Facilities Mgmt

Contact Person: Ian LaHiff Telephone Number: x3853

Commodity / Service Request: Centralized Building Resource Mangement Platform

Describe the commodity or service and its function: "BuildingOS" is an enterprise level product developed by Lucid Design group  
It is a cloud based operating system that will be used to manage and reduce energy costs across the City of Orlando's Facilities.

\*\*\*\*\*  
Cost of Commodity or Service: \$ 485,000

Vendor Name: Lucid Contact Name: Shelly Davenport

Address: 304 12th Street. Suite 3C City/State/Zip: Oakland, California

Contact Phone Number: (510)907-0400 Contact E-Mail Address: shelly@luciddg.com

\*\*\*\*\*  
Initial below:

This purchase is clearly and legitimately limited to a Sole Source because the commodity or service is:  
Item(s) are available from only one source and there are no alternates: ILL.  
Initials

\*\*\*\*\*  
Attach vendor documentation certifying that the vendor is the only source for the commodities or services in question or holds the production, copyrights, trademark, and/or patent to the item.

- Check the following statement(s) that apply:
- The vendor holds the exclusive distribution rights for the item in question.
  - Vendor documentation attached.
  - The item to be purchased is the only item compatible with existing equipment owned by the City.
  - Vendor documentation attached.
  - The vendor is the sole provider of the goods or services which have unique characteristics essential to the needs of the program to perform the intended function and no other goods or service will be suitable for use by the City.
  - Vendor documentation attached.



**What steps were taken to verify that these features are not available elsewhere?**

- Other brands/manufacturers were examined (please list names, phone numbers, and explain why they are not suitable for use by the City. Attach additional pages as necessary): \_\_\_\_\_
- Other vendors were contacted (please list names, phone numbers and explain why those contacted would not meet the needs of the City. Attach additional pages as necessary): \_\_\_\_\_
- State why this is the only source for the required commodity or service (attach additional pages as necessary): This product is the only enterprise level solution that will meet the needs of the City.

We require a product that will seamlessly integrate with the City's existing core resource management platforms (Archibus, Automated Logic, OUC/Duke Energy billing)

I certify that to the best of my knowledge, this request is a sole source and the information provided herein is accurate and truthful.

[Signature] \_\_\_\_\_ Date 5/8/15  
Requester's Signature  
[Signature] \_\_\_\_\_ Date 5/8/15  
Office Head/Department Director's Signature

**For Procurement Use Only**

Date Received in Purchasing: 5-13-2015 Purchasing Division Tracking Number: 515-0329  
Requesting Division/Department: Fleet & Facilities Management Division  
Commodity / Service Request: Centralized Building Resource Management Platform  
Purchasing Staff Reviewer: Brian Ferrier, CPPD

Verified that this request is the only source. Yes  No   
Is Council Approval Required? Yes  No   
Was this Procurement Posted on the Internet? Yes  No

Comments: Building OS has been researched and posted for (1) seven days on the internet. Lucid Design Group has been

identified as Brian Ferrer \_\_\_\_\_ Date 6-2-2015  
Procurement Staff Reviewer Signature

*the sole source of this product which meets the needs of the City.*

Approved  Denied   
[Signature] \_\_\_\_\_ Date 06.02.15  
Chief Procurement Officer