



## Notice of Intent to Award a Sole Source Procurement

**Subject:** Purchase of Cityworks by Azteca Systems LLC.

**Document Number:** NTS-22-044-MC

**Date:** July 18, 2022

**Written Response Due:** July 25, 2022

**Time:** 12:00 PM EDT

**E-mail Address:** bids@citynmb.com

This is not a Request for Proposals and there is no solicitation available. The proposed contract action is for product or services for which the City intends to negotiate and award with only one source under the authority of the City of North Miami Beach City Code Section 3-4.8. Any responses received as a result of this Notice of Intent shall be considered solely for the purpose of determining whether to conduct a competitive procurement. Responses will not be considered as proposals, bids, or quotes.

The City of North Miami Beach, Florida intends to negotiate a Sole Source procurement:

**Request Department/Office:** NMB Water

**Product and/or services to be purchased:** Renewal of the Cityworks asset management software from Azteca Systems, LLC.

**Anticipated Cost:** \$63,000

**Sole Source Justification:** Azteca Systems is the exclusive owner and sole provider of Cityworks software in the U.S.

**Active to be Taken:** Interested firms or individuals may identify their interest and capability to respond to the requirement by submitting in writing their name, address, point of contact, telephone number, email, and a statement regarding capability to provide the specified procurement per the attached specifications. Interested firms will be considered only if they respond with clear and convincing documentation that they are capable of meeting or exceeding the requirements stated herein. All responses received within seven (7) calendar days after the date of publication of this synopsis will be reviewed by the City. A determination by the Chief Procurement Officer & sourcing Buyer II not to compete this proposed action based on the responses to this notice is solely within the discretion of the Chief Procurement Officer.

**All responses must be in writing and returned to ATTN:** City of North Miami Beach, 17011 NE 19<sup>th</sup> Ave., Suite 315, North Miami Beach, FL 33162 by: e-mail to [bids@citynmb.com](mailto:bids@citynmb.com). Note the number of the Sole Source Information inquiry on documentation.



## SOLE SOURCE REQUEST FORM

## PROCUREMENT MANAGEMENT DIVISION

TO: 5 fH i f < "GcfYnž==  
City Manager

VIA: Chief Procurement Officer

FROM: Andrea Suarez Abastida   
(Name)  
Director of NMB Water (Department)

DATE: 06/14/2022

RE: Cityworks Azteca Software Renewal

Annual Expenditure not to Exceed: \$ 63,000.00 Vendor # 522376

Section 3-4.5 Exemptions for Bidding, Purchase of the following materials and services shall be exempt from the bidding process and subject to the spending limitations provided in subsection 3-3.14, unless otherwise provided by **State law: a. Sole source purchases. Sole-source supplies and services, such as unique, patented, or franchised supplies or services, are exempt if the Purchasing Agent determines, after conducting a good faith review of available sources, that the particular supply or service is available from only one (1) source.**

**Sole Source Justification: 3-4.8 Sole Source Purchasing.** Department heads may recommend purchase of a part, commodity, or service from a sole source supplier after a reasonable search has been made to find other suppliers. The recommendation shall include a written justification documenting the potential vendors contacted, and the results. The Purchasing Agent shall either confirm the lack of additional suppliers or inform the Department of potential suppliers.

Azteca Systems, Inc of Sandy, Utah is the sole-source provider for "Cityworks" with Virtual Storeroom, Cityworks Analytics, Cityworks Server, and AMS Mobile Apps for mobile devices. This software package can integrate with Tyler-Munis Financial software. It also integrates with many SCADA systems, ccrv, and MicroPaver for streetpavement assessment.

Cityworks software creation, development, copyright and ownership is solely the property of Azteca Systems, Inc. The company, Azteca Systems, Inc., only sells the product Cityworks thorough is it's own sales department which has locations through out the U.S. No other representative may sell this product. In addition, numerous localities in Florida currently use Cityworks such as NMB Water, St. John's County, Collier County Utilities, Marco Island Utilities, Miami Beach, Winter Haven, Palm Bay, Gainesville Regional Utilities, St Cloud, Sandford, and soon North Miami.

The cost for the software will be \$63,000.

Phillip Ford  
Chief Procurement Officer (Up to \$25,000)

Approved



Date

7/27/2022

Arthur H. Sorey, III, City Manager (Up to \$50,000)

DocuSigned by:



7/27/2022

Purchases exceeding \$50,000.00 will be placed on the next Commission Agenda pending Procurement review.

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**PROCUREMENT EXPLANATION MEMO**

PROCUREMENT MANAGEMENT DIVISION

TO: **5 fH i f' < "GcfYnž==**  
City Manager

VIA: Chief Procurement Officer

FROM: Andrea Suarez Abastida *ASA*  
Name  
Director of NMB Water  
Title/Department

DATE: 06/14/2022

RE: \_\_\_\_\_

**Fiscal Amount not to Exceed:** \$ 63,000.00

**Vendor #** 522376

**Purpose (How does it align with City NMB Strategic Plan?):**

The purpose of this item is to continue using Azteca's CMMS (Computerized Maintenance Management System) a premier GIS-Centric Asset Management solution for all utility asset mapping needs. Over the years, this CMMS has developed into a robust maintenance informational tool to help optimize the utilization and availability of physical assets which align with City Strategic Plan Goals of achieving a "High Performing City Organization Providing Great Customer Service" As well as a "Financial Sound".

**Background:**

The AztecaCityworks CMMS was implementing at the end of FY2016. After almost 5 years of using Cityworks, this software package has become an essential tool for NMB Water as well as other departments in the City. This software has improve our operation by providing a solid system of records, engagement, and insight for public asset management. Currently, NMB Water uses over 20 mobile devices in the field so they can access Cityworks to complete their day-to-day duties.

**Recommendation:**

It is NMB Water's recommendation to continue with AztecaCitywork and ESRI's software products. All of North Miami Beach's mapping layers, and mapping products (both hard-copy and virtual maps) have been created using this software.

**Fiscal Impact / Account Number(s):**

Fiscal Impact: \$63,000.00  
Account Number: 410900-533540

**Contact Person(s):**

Karim Rossy, Engineering Division Manager



**Azteca Systems, LLC - Cityworks**  
 11075 S State St, Suite 24 | Sandy, UT 84070  
 801-523-2751 | Fax # 801-523-3734

Quote Number Q-12873-1  
 Created Date 2/25/2022

### Contact Information

Contact Name:	Karim Rossy	Prepared By Name:	Jenn Miya
Customer:	North Miami Beach (FL), City of	Prepared By Phone:	(801) 872-9528
Contact Address:	17050 NE 19th Ave North Miami Beach, FL 33162	Prepared By Email:	jmiya@cityworks.com

### Quote Lines

Product Name	Quantity	Net Unit Price
Server AMS Premium ELA	1.00	USD 63,000.00
AMS Native Mobile Apps ELA License	1.00	USD 0.00
AMS Respond ELA License	1.00	USD 0.00
CCTV Interface for PACP ELA License	1.00	USD 0.00
Citizen Engagement API	1.00	USD 0.00
Cityworks Analytics for AMS	1.00	USD 0.00
Cityworks for Excel ELA License	1.00	USD 0.00
Contracts ELA License	1.00	USD 0.00
Equipment Checkout ELA License	1.00	USD 0.00
Inspection API License	1.00	USD 0.00
Metrics API License	1.00	USD 0.00
MicroPaver Interface ELA License	1.00	USD 0.00
Operational Insights for AMS	1.00	USD 0.00
Performance Budgeting for AMS	1.00	USD 0.00
Service Request API License	1.00	USD 0.00
Storeroom API	1.00	USD 0.00
Storeroom ELA License	1.00	USD 0.00
Web Hooks for AMS	1.00	USD 0.00
Work Order API Basic License	1.00	USD 0.00
Work Order API Extended License	1.00	USD 0.00
Workload	1.00	USD 0.00
eURL ELA License	1.00	USD 0.00
<b>TOTAL:</b>		USD 63,000.00

## Notes

Year 1 Dollar Value	USD 63,000.00	Year 1 Date Range	5/9/2022 - 5/8/2023
Year 2 Dollar Value		Year 2 Date Range	
Year 3 Dollar Value		Year 3 Date Range	

**Maintenance Start Date: 5/9/2022    Maintenance End Date: 5/8/2023**

## Quote Notes:

Price has increased to reflect adjustment from the previous year. This change will take effect on your next annual renewal.

### Terms and Conditions

#### Payment Terms

Payment due within 30 days

IF YOUR ORGANIZATION REQUIRES A PURCHASE ORDER, PLEASE CONTACT YOUR FINANCE DEPARTMENT TO BEGIN THE APPROVAL PROCESS TO AVOID PAYMENT DELAYS.

All quotations are valid for ninety-days (90) from the date above, unless otherwise stated in this quotation form. All prices quoted are in USD, unless specifically provided otherwise, above. These prices and terms are valid only for items purchased for use and delivery for the Customers listed above.

Unless otherwise referenced, this quotation is for the Cityworks software products referenced above only. Pricing for implementation services (installation, configuration, training, etc.), or other software applications is provided separately and upon request.

The procurement, installation and administration of the Esri software or any other third-party software utilized in conjunction with Cityworks will be the responsibility of the Customer.

The procurement, installation and administration of the RDBMS utilized in conjunction with Cityworks will be the responsibility of the Customer. Currently, Cityworks supports Oracle and SQL Server. The procurement, installation and administration of the infrastructure (hardware and networking) utilized in conjunction with Cityworks will be the responsibility of the Customer.

This quotation and the pricing information herein is confidential and proprietary and may not be copied or released other than for the express purpose of the current system Software and Product selection and purchase. This information may not be given to outside parties or used for any other purpose without written consent from Azteca Systems, LLC or unless otherwise specifically permitted by law. If a "public access" or similar request is made, Customer, shall notify Azteca Systems, prior to any disclosure.

#### Software Licensing

All Azteca Systems software offered in this quotation are commercial off-the-shelf (COTS) software developed at private expense, and is subject to the terms and conditions of the signed "Cityworks Software License and Maintenance Agreement" ("Agreement") and any and all addendums or amendments thereto. A fully executed copy of the Agreement and any addendum(s) is required before delivery and installation and usage of the software is subject to the terms of the current license agreement.

The terms and conditions of the executed Cityworks Software License Agreement apply to this Quote unless otherwise specifically stated herein. Any additional or conflicting terms set forth in any purchase orders, invoices, or other standard form documents exchanged during the ordering process, other than product descriptions, quantities, pricing, and dates are void and of no effect.

Delivery method is by way of download through Azteca Systems, LLC. customer support web portal.

#### Taxes

Prices quoted do not include any applicable state, sales, local, or use taxes unless so stated. In preparing your budget and/or Purchase Order, please allow for any applicable taxes, including, sales, state, local or use taxes as necessary. Azteca Systems reserves the

right to collect any applicable sales, use or other taxes tax assessed by or as required by law. Azteca Systems reserves the right to add any applicable tax to the invoice, unless proof with the order is shown that your organization or entity is tax exempt or if it pays any applicable tax directly.

International Customers

These items are controlled by the U.S. government and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end-user(s) herein identified. They may not be resold, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S. government or as otherwise authorized by U.S. law and regulations.

Your signature indicates your acceptance of this Quote, and that you have read and accepted the Terms and Conditions set forth above.

DocuSigned by:  
 Phillip Ford

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Accepted by: \_\_\_\_\_

CPO  
\_\_\_\_\_

Title  
7/27/2022  
\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Date