



***DOÑA ANA COUNTY PURCHASING DEPARTMENT
INTER-DEPARTMENTAL MEMORANDUM***

TO: Procurement File	DATE: November 1, 2013
FROM: Donald E. Bullard, Purchasing Manager	
SUBJECT: Sole Source Procurement Determination	

Section 13-1-126 NMSA 1978 states in pertinent part that "A contract may be awarded without competitive sealed bids regardless of the estimated cost when the state purchasing agent or a central purchasing office makes a determination, after conducting good-faith review of available sources and consulting the using agency, that there is only one source for the required service, construction or item of tangible personal property."

The Purchasing Department has:

- Reviewed the justification submitted to this office;
- Reviewed the steps taken by the User Department in "conducting a good-faith review of available sources";
- Reviewed the Vendor's Sole Source letter;
- Conducted research on other firms offering similar products.
- Posted the Intent to Award Sole Source on the County website

The Purchasing Department, after reviewing the Sole Source Justification Form and researching the internet, has determined that Manatron Inc. is the Sole Source provider of Support and Maintenance for the SIGMA CAMA System. The Intent to Award a Sole Source Procurement was posted on the County website on 11/1/2013.

MASTER AGREEMENT FOR LICENSED SOFTWARE, HARDWARE AND SERVICES

11-031

Effective as of the date that this Agreement is last signed by either party (the "Effective Date")

By and Between	And
MANATRON, INC. 510 E. Midham Avenue Portage, Michigan 49002 ("Manatron")	DONA ANA COUNTY, NEW MEXICO 251 West Amador Avenue 845 N Motel Blvd Las Cruces, NM 88005-2897 88007 ("Customer")
Attention: <u>Matthew Henry, Contract Administrator</u> Telephone No.: <u>(866) 471-2900 ext. 7099</u> Fax No.: <u>(269) 567-2930</u> E-mail Address: <u>matt.henry@manatron.com</u>	Attention: <u>Gary Perez, Assessor</u> Telephone No.: _____ Fax No.: _____ E-mail Address: _____

This Master Agreement for Licensed Software, Hardware and Services sets forth the terms and conditions under which Manatron shall license the software programs, sell the hardware and/or provide the support and other services described in the attached Schedule NM2010.001.01, and all future Schedules that reference the Master Agreement #NM2010.001. The term "Agreement" means this Signature Page, the attached General Terms and Conditions, all Schedules attached hereto or subsequently signed by the parties.

The parties have executed this Agreement as of the dates set forth below their respective signatures.

MANATRON, INC.

By: [Signature]
(Signature)

Its: Vice President of Risk Management
(Type or Print Position)

Date: 7/21/2010

Witnessed: Matthew Henry

By: Matthew Henry

DONA ANA COUNTY, NEW MEXICO

By: [Signature]
(Signature)

Its: Brian D. Haines, County Manager
(Type or Print Position)

Date: 7/15/10

By: [Signature]
(Signature)

Its: Ann Secoria Chief County Assessor
(Type or Print Position)

Date: 7-20-10

By: _____
(Signature)

Its: _____
(Type or Print Position)

Date: _____

Witnessed: [Signature]

Date: _____

SIGNATURE PAGE

Yvette Rodriguez

County Assessor 1% Fees

R0116133

Page 1

11/09/13

DONA ANA COUNTY ASSESSOR
845 N. MOTEL BLVD.
LAS CRUCES NM 88007
ATTN: MARTHA

1
INVOICE# INVC048404 RATEABLE-S: 1.00 EA 16,259.3900 16,259.39

INVOICE# INVC048404
ACCT# 3908000
REF# JAN23429A/SIGMA-RATE
RATEABLE-S QTY 1 \$16,259.39
ANNUAL FEE FOR THE YEAR OF 2014 MARSHALL SWIFT
RATEABLE DATA
ANDY SEGOVIA, ASSESSOR
DONA ANA COUNTY ASSESSOR'S OFFICE
845 N MOTEL BLVD
LAS CRUCES NM 88007
575-525-5509
VENDOR: @00010893 MANATRON, INC.

11-031

DISCOUNT: .00
ADDL CHARGES: .00
TOTAL TAXES: .00
16,259.39