

## **SOLE SOURCE JUSTIFICATION**

- 1.** Why was the particular product and/ or vendor selected?

The Vendor (AtPac) was originally selected by the County RFP process. This is a new contract to encompass all the modules and additions that we have obtained over the years into one contract.

- 2.** What are the unique performance factors of the selected product/services?

This is a proprietary system that we use to operate our day to day critical functions for the major Clerk-Recorder tasks such as cashiering, recording, issuing marriage licenses, filing fictitious business name statements, indexing, scanning, and redaction. This is the ongoing licensing and support for our mandated and critical office functions.

- 3.** Why are these specific factors required?

As this is a proprietary system, no other company can access or support the system.

- 4.** What other products/ services have been examined and rejected?

At the time of the original RFP, there were about six responses. This company was recommended by the RFP committee at that time. Recorder Administration staff consistently looks at demonstrations of other systems and feels this is still the best solution for Contra Costa County.

- 5.** Why are other sources providing like goods or services unacceptable?

Proprietary system. Many modules integrate with each other to provide the full range of services. No other company can access or support this system.