

**OKANOGAN COUNTY COMMISSIONERS'**

**RESOLUTION 74 - 2021**

*A resolution Authorizing Sole Source & Waiving competitive bidding and negotiation requirements thereof.*

**WHEREAS**, RCW 36.32.270 and RCW 39.04.280 allow Counties to waive competitive bidding requirements for purchases which are limited to a single source of supply; and

**WHEREAS**, the Planning office requested purchase of SmartGov-Dude Solutions Permit Software; and

**WHEREAS**, the software will allow it to be used between Planning, Building and Board of Health for permitting land uses; and

**WHEREAS**, justification that SmartGove Dude Solutions is a sole source licensed vendor who possesses the requirements of the solicitation for the software and purchase was justified and found to be limited to instances where the purchase involves special provisions necessary for operational compatibility, technical performance needs, and based upon clearly unique and cost-effective feature requirements per Attachment "A"; and

**WHEREAS**, Deborah Castle is the contact person for SmartGov-Dude Solutions located at 11000 Regency Parkway, Ste 400, Cary, NC 27518; now

**BE IT THEREFORE RESOLVED**, by the Board of Okanogan County Commissioners that competitive bidding and negotiation will be waived for the following purchase:

SmartGov-Dude Solutions permitting software at 11000 Regency Parkway Ste 400, Cary NC 27518.

**DATED** at Okanogan, Washington this 22 day of June, 2020.



Laleña Johns, CMC  
Clerk of the Board

**BOARD OF COUNTY COMMISSIONERS  
OKANOGAN, WASHINGTON**

  
Jim DeTro, Chairman

**ABSENT**  
Chris Branch, Member

  
Andy Hover, Member



## Okanogan County, Washington

### SOLE SOURCE JUSTIFICATION FORM

"Sole source" means only one vendor possesses the ability to meet the requirement of the solicitation. Sole source purchases are normally not allowed. The use of sole source purchases shall be limited to instances where necessary for operational compatibility, technical performance needs, or upon a clearly unique and cost effective feature requirement.

1. Describe the item or service.  
Permit Software as required under the stipulation order in Yakama Nation vs. Okanogan County for Planning, Building, and Health.
2. The item is a sole source because:
  - ☒ sole provider of a licensed or patented good or service
  - ☐ sole provider of items that are compatible with existing equipment, inventory, systems, programs or services.
  - ☐ sole provider of factory-authorized warranty service
  - ☒ sole provider of goods or services that will meet the specialized needs of the County or perform the intended function (detail below or in an attachment)
  - ☐ the vendor/distributor is a holder of a used item that would represent Good value and is advantageous to the County (attach information on market price survey, availability, etc.)
3. What necessary features does this vendor provide which are not available from other vendors? Be specific.  
See Attached List, necessary features are highlighted in green that are not offered by other vendors.

*specific, ability to utilize in the field with out internet service and interactive zone map.*

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

- ☒ other brands/manufacturers were examined (list phone numbers and names, and explain why these were not suitable):

I works  
PO Box 3784  
Logan, UT 84323

They did not meet our needs as highlighted  
in the attachments.

- ☒ other vendors were contacted (list phone numbers and names, and explain why these were not suitable):

Same as above

- ☒ other (please explain): At least three other counties were contacted and interviewed regarding the software, interactive mapping, and other features of this software and all had positive feedback to the ease and credibility of the proposed software.

Department: Planning & Building Departments

Department Contact: Pete Palmer Phone: 509-422-7218

Requested Vendor: SmartGov- Dude Solutions

Vendor's Address: 11000 Regency Parkway, Ste 400  
Cary, NC 27518 Vender Contact: Deborah Castle

Phone: 253-244-4574

Cost Estimate: \$54,476.00 Initial  
\$21,183.00 annually

My department's recommendation for sole source is based upon an objective review of the good/service being required and appears to be in the best interest of the County. I know of no conflict of interest on my part or personal involvement in any way with this request. No gratuities, favor, or compromising action have taken place. Neither has my personal familiarity with particular brands, types of equipment, materials or firms been a deciding influence on my request to sole source this purchase when there are other known suppliers to exist.

Note: This form does not declare a Sole Source. It only documents a department's request that a sole source be declared.

*Pete Palmer, Planning Director*  
*Don Higley*

Signature of Department Head or Designee

*6/15/2021*

*6/17/21*

Date

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**THIS SECTION TO BE COMPLETED AND SIGNED BY PROSECUTING ATTORNEY'S OFFICE, CIVIL DIVISION**

The situation as stated on this form (please check all that apply):

- ☒ does constitute a Sole Source Procurement.
- ☐ does not constitute a Sole Source Procurement.
- ☐ insufficient information for the Prosecutor's Office to form an opinion. (Please state in what way the information is insufficient.)

*[Signature]*

Prosecuting Attorney, Civil Division

*Jun. 16, 2021*

Date