



Notice of Intent to Make Single Source Procurement

Subject: Purchase of an Integrated Voice Response (IVR) System

Date of Notice: February 25, 2018

Written Responses Due: No Later than 2:00 PM EST on March 5, 2018

Email address: purch@leesburgflorida.gov

This is NOT a Request for Proposals and there is no solicitation available. The propose contract action is for product for which the City intends to negotiate and award with only one source. 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 Leesburg, Florid intends to negotiate a single source procurement for an IVR system for use by Electric Utility. The IVR system must be integrated to the Utilities existing Outage Management System (OMS). That OMS is by Schneider Electric Responder.

REQUIREMENT: The Integrated Voice Response (IVR) System MUST have an ESTABLISHED integration with the Schneider Electric Responder OMS. The established integration must already exist and have been installed and fully operational for at least one year. A firms claim to 'be able to integrate' is NOT acceptable. The integration must already exist, be fully operational and verifiable at an existing customer site.

Interested firms may identify their interest and capability to respond the requirement by submitting in writing (email acceptable) their company contact information and product literature supporting the ability of their product to perform as required. Interested firms will be considered only if they respond with clear and convincing documentation that they are capable of meeting the requirement stated here.

All responses received by the due date and time stated will be reviewed by the City. A determination by the Purchasing Manager not to compete this proposed action based on the responses to this notice is solely within the discretion of the City Commission and will be approved by the City Commission prior to any procurement being made.

All responses must be in writing by email to purch@leesburgflorida.gov or delivered in person to the Purchasing Division located at 204 N. 5th Street, Leesburg, Florida 34748.

Respectfully,

Mike Thornton, CPPO – Purchasing Manager