REQUEST FOR INFORMATION

AGENCY:	City Manager's Office	**RFI NO.:**	2019-20

TITLE: Strategy and Performance Management Software

CONTACT:
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Due Date / Time: August 8, 2019, before or until 5:00 P.M.

This Request for Information (RFI) is intended to ascertain whether the commodity or service specified below is currently only available from a single known sole source. This is <u>not</u> a request for pricing or a commitment to purchase.

This Request for Information (RFI) will remain posted on the Purchasing Department website at www.cityofparkland.org/purchasing and www.demandstar.com for a period of seven (7) calendar days and response is due at the date and time indicated above.

Commodity required

- Cloud-based Strategy and Performance Management software from Envisio Solutions, Inc., or Approved Equal.

Notes
N/A

Requester
City Manager's Office
6600 University Drive
Parkland, FL 33067
Phone: 954-757-4177

Known Sole Source
Cloud-based Strategy and Performance Management software from Envisio Solutions, Inc.

Justification for Sole Source Acquisition
Envisio Solutions, Inc. is a cloud-based Strategy and Performance Management software. To the best of our knowledge, the proprietary software provides unique capabilities not offered elsewhere. The following lists these unique capabilities for the purpose of approving a sole source purchase agreement.

Unique Capabilities
1. Adaptable & Flexible Planning Cascade Framework
        a. Track and report on multiple plans in parallel.

b. Customizable planning framework that can be tailored to any strategic and operational planning methodology; including flexible plan hierarchies, naming/terminology, unlimited planning elements.

c. Relocate or reorder planning elements (goal, strategy, action, measure) when re-planning or making changes to the plan.

d. Track quantitative or qualitative indicators at any planning level: assign and track measures (quantitative) and/or outcomes (qualitative) against any goal, strategy or action.

e. Customizable planning language: Envisio can be customized to support existing strategic plan language e.g. Strategic Priorities, Initiatives, KPI etc.

2. Assign Multiple Managers Cross-Departmentally

Establish cross-functional and cross-hierarchical teams providing visibility and opportunities for collaboration. Assign multiple managers to planning items, with different permission levels, either from the same or different business units.

3. Combining Data Analytics and Strategic Plan Management Software

Envisio is the only solution that combines customer configurable strategy management and data analytics capabilities in one system.

4. Qualitative Data Roll-Up Reporting

Envisio's approach to roll-up reporting aggregates and summarizes commentary, percent progress, status indicators and metrics data into ad-hoc and auto-scheduled management reports, with the flexibility to filter, group, sort, summarize, and customize report content.

5. Publish Progress to a Public Dashboard

The ability to control and edit how and what information is shared via a public dashboard allows customers to tell their story how they want it told, and easily control what information is reported internally vs. what information is reported externally.

6. Technology Ease of Use

Envisio's suite of modules are powered by modern Ruby on Rails and GraphQL servers. Ruby on Rails has been the go-to-choice for many well-known online applications, such as Basecamp, Airbnb, Zendesk, etc. GraphQL has been a revelation to web and mobile development since Facebook opensourced the technology in 2015. Our user interface leverages ReactJS, which has become the top industry pick in recent years due to strong backing from Facebook and Microsoft. Envisio picked its battle-tested technology stack to provide customers a best-in-class user experience that does not require expensive customer development.

7. Permission Levels & Free View Only Licenses

Easily define owners, contributors and observes to plan elements and measures to build goal/strategy teams, assign responsibilities, and create visibility and collaboration across the organization. Create your organization chart complete with division and portfolios and assign users department reporting capabilities. Add free (no cost) view-only users with restricted access.

Prospective vendors are invited to provide information regarding their ability to supply the commodities/services described. All vendor responses will be evaluated by the Using Department which will be the sole determinate power in establishing the approved equal status of the commodity/service offered by the vendor. If it is determined in writing by the agency, after reviewing any information received from prospective vendors, that the commodities/services are available only from a sole source, the agency shall:

1. Provide notice of its intended decision to enter into a sole source purchase contract to the Purchasing Director.

2. Request approval from the Purchasing Director for the sole source purchase up to the award authority of the Purchasing Director or further request the Purchasing Director to process the appropriate documents for Commission approval.

3. Issue a Quotation Request to the sole source vendor for submission to the Purchasing Agent for processing and approval by the appropriate award authority.

Company Name: _____
(Print)

Company Address: _____
(Print)

Contact Name: _____
(Print)

Phone Number: _____   Fax Number: _____

Email Address: _____