



City of San Antonio Certificate of Exemption

Finance
FY220122

Please fill this form out online, attach any required support documents,
and forward your request to next approval authority.

Certificate of Exemption

Originating Department: Library

Request Date: 2/1/2022

Exemption Requested/Taken

The City is authorized under limited conditions to make procurements outside of the competitive solicitation process. Chapter 252 of the Local Government Code provides guidance regarding sixteen general exemptions from the competitive solicitation. Departments must submit vendor(s) quotations for any selection below. Please select one exemption:

- | | |
|--|---|
| <input type="checkbox"/> A procurement made because of a public calamity that requires funds to relieve the needs of the residents or to preserve city property (Note: Department must notify the Purchasing Division immediately regarding such an event) | <input type="checkbox"/> Paving, drainage, street widening and other public improvements or related matter where at least one-third of the costs are paid by special assessments |
| <input type="checkbox"/> A procurement to preserve or protect the public health or safety of the city's residents (Note: Department must notify the Purchasing Division immediately regarding such an event) | <input type="checkbox"/> A public improvement project which has been authorized but for which there is deficiency of funds to complete in accordance with the plans as authorized |
| <input type="checkbox"/> A procurement necessary because of unforeseen damage to machinery, equipment or other property (Note: Department must notify the Purchasing Division immediately regarding such an event) | <input type="checkbox"/> A payment under a contract by which a developer participates in the construction of a public improvement as provided by Subchap. C, Ch 212. |
| <input type="checkbox"/> A procurement for personal, professional or planning services | <input type="checkbox"/> Personal property sold |
| <input type="checkbox"/> A procurement for work that is performed and paid for by the day as the work progresses | <input type="checkbox"/> Services performed by blind or severely disabled persons |
| <input type="checkbox"/> A purchase of land or right-of-way | <input type="checkbox"/> Goods purchased by a municipality for subsequent retail sale by the municipality |
| <input checked="" type="checkbox"/> A procurement of items available from only one source | <input type="checkbox"/> Electricity |
| <input type="checkbox"/> A purchase of rare books, papers and other materials for a public library | <input type="checkbox"/> Advertising, other than legal notices |

***Is this an "Emergency" purchase request that exceeds \$50,000 in value and would require City Council ratification?** Yes No

***Sourcing Accounting Details** Insert Shopping Cart (SC) or Purchase Requisition (PR) # Insert Annual Contract #

Enter: Annual Contract Name/Number: 44-1914 (2011-2019)and 44-5107(2019-22)




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Sole Source Justification Notice

You have indicated that this Certificate of Exemption is being requested for a purchase that is categorized as a "Sole Source" procurement. Justification for such a purchase **MUST be provided in the following section of the form, where the justification for sole source purchase can be documented and submitted as part of this Certificate of Exemption request.** Provide any vendor-provided documents used in justifying the sole source aspects of this purchase, attaching any correspondence(s) related to establishing that justification.

Click on the paperclip icon  located in the left margin of this form to make any required attachment.

Sole Source Justification Details

*Name of Item: Reference solution database

*Manufacturer: Infogroup dba Data Axle *Model Number: NA

*Source Count: Available from only one source Available from more than one source

*Name of Source: Infogroup dba Data Axle

*Brief description of where or how the item(s) will be used:

Data Axle US Business Database is a popular business resource with over 14,000,000 customers nationwide. The service provides information on industries grouped by SIC codes; investment information; sales volume; executive contacts; and stock data. The data quality is regularly vetted with thousands of public sources by a staff over 700 specialists. Library staff and patrons will have access to telephone numbers and addresses for residents and approx 70 million businesses of Canadian and USA, including closed businesses. Also, it has comprehensive listing of US healthcare professions(physicians and dentists), a source for US jobs and internship, at present over 2.5 million postings.

*Describe the performance functions proprietary to the item(s) requested and why they are necessary to accomplish the project:

Infogroup is the exclusive producer, publisher, and sole source provider for the database.

*Will the item be used in conjunction with existing equipment? Yes No

*Will it be used as a component to be interfaced with existing equipment? Yes No

*What is the brand and model number of existing equipment?

NA

*Will this be used as an accessory or option? Yes No

*Will training be required? Yes No

*Name other sources/brands whose products have been evaluated and why they do not meet requirements:

This electronic database subscription provides access to proprietary source material that other vendors cannot offer.

***Required attachment(s): Vendor Quotation and Sole Source Vendor Justification Letter explaining why requested item(s) are only suitable from one source.**

*Has all of the required justification documentation been attached to this request? Yes No

Execution/Filing Details

This Certificate of Exemption is executed and filed with the Finance Department as follows:



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1. The undersigned is authorized to approve an exemption;
2. An exemption according to Section 252.022 of the Local Government Code exists.

More specifically, the following event has occurred:

Data Axle database provides information on US and Canadian businesses; the information covers nearly 70 million business in the US, including closed businesses and it is updated weekly. Their search capabilities allow a user to focus on a significant number of key factors, such as geographical, SIC/NAICS, Industry type, size and ownership. The databases includes comprehensive guide for US and Canadian resident, listing of US healthcare professionals, and a source of US Jobs and internship over 2.5 million postings.

3. Because the exemption stated above exists, the City of San Antonio intends to contract with

Data Axle _____ which will cost approximately \$ 252,500

Approvals	
<u>Japan Shah (Finance)</u> Originator	<u>02/02/2022</u> Date
<u>Kathy Donellan (SAPL)</u> Department Director Approval	<u>02/03/2022</u> Date
<u>---Not in APPROVAL PATH Routing---</u> Executive Leadership Team Approval <i>(approval required only for ratification by City Council)</i>	_____ Date
<u>Jennifer Johnson (Finance)</u> Procurement Administrator Approval	<u>02/21/2022</u> Date

To send this approval document to the next approver, press **Send Forward**.
 To retain a copy of this request, perform a **Save As** to save it as an electronic form.