

**DESCRIPTION OF INTENDED
SINGLE SOURCE PURCHASE
(PUR 7776)**

AGENCY: The School District of Escambia County, Florida

TITLE: VISUAL SOLUTIONS

Short description of the commodity or service desired: MyFUNDamentals financial reporting analysis tool service for school districts to assist during the school year

CONTACT:

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Internal tracking number, if any:

DMS Single Source number, if applicable:

Date posted: April 29, 2024 Last Day for receipt of information: May 20, 2024

The description of commodities or contractual services intended for purchase from a single source posting in accordance with Sections 120.57(3) and 287.057(3), Florida Statutes (F.S.), and will remain posted for a period of at least 15 business days.

Commodity or Service Required (commodity or United Nation Standard Products and Services Code (UNSPSC), manufacturer, model, and description, as appropriate):

80101507

Quantity or Term (as appropriate)

Requestor (division, bureau, office, individual, as appropriate):

Jaleena Davis, Director

School Food Services

Escambia County School District

30 East Texar Drive

Pensacola, FL 32503

Performance and/or Design Requirements (intended use, function or application, compatibility, requirements; reference to policy, rule, statute or other act of the Legislature, as appropriate):

The Florida MyFUNDamentals software is a web-based public school district financial reporting analysis tool servicing all Florida public school districts. The intended services include support for software and maintenance updates, updates to reports, performance of yearly import and data verifications, remote training and implementation. Add-on software modules for key performance indicators and cloud-based state level reporting tools are also needed to be installed,

implemented and trained on the use of such. Vendor must have a diverse base of historical experience in sustainable environmental treatment technologies.

Intended Single Source:

VISUAL SOLUTIONS, LLC

Estimated Dollar Amount:

\$16,450.00 (FY 24/25)– 1st year

\$16,450.00 (FY 25/26) – 2nd year

\$16,450.00 (FY 26/27) – 3rd year

Justification for Single Source Acquisition (what is necessary and unique about the product, service or source; steps taken to confirm unavailability of competition, as appropriate):

Visual Solutions, LLC is the sole contractor and developer under the NFSMI and USDA grant funding to develop a financial accounting and efficiency reporting system that adheres to nationally adopted standards for measuring key elements of Child Nutrition services. Visual Solutions, LLC is the sole provider of software modules, support, enhancements and training of MyFUNDamentals.

Approved By: (names & titles, as appropriate, e.g., requestor, requestor management, information systems, budget, purchasing)

Allison Watson, Director of Procurement

Terry St. Cyr - Assistant Superintendent, Financial and Business Services

Jaleena Davis - Director, School Food Services

Shawn Dennis - Assistant Superintendent, Operations

Kayla Thompson-May - Senior Procurement Specialist

Prospective vendors are requested to provide information regarding their ability to supply the commodities or contractual services described. If it is determined in writing by the agency, after reviewing any information received from prospective vendors, that the commodities or contractual services are available only from a single source, the agency shall provide notice of its intended decision to enter a single-source purchase contract in the manner specified in Rule 60A-1.045, Florida Administrative Code, and section 120.57(3), F.S.