

## **Notice of Intent to Issue Sole Source Award for Trapeze OPS Accruals Module.**

September 2, 2021

The Duluth Transit Authority (DTA) issued a sole source contract to Trapeze Software Group, Inc. (Trapeze) for software and professional services to add an OPS- Accrual Generation Module in the Trapeze operating system in the amount of \$42,616.00. Subsequent to that notice, additional work was identified to update the database before implementing the OPS Accrual parameters; the additional cost for this work is \$47,825.00. Total for the contract is \$90,441. The purpose and scope of the Accruals Module is to capture working days and accrued values for employees to accurately track and report vacation and sick time on a periodic basis (weekly, monthly, etc.), acceptance testing, training, and deployment support. Adding the OPS Accrual Module to the DTA's existing Trapeze operating platform facilitates the transfer of employee data to and from the Module without additional processing or translation from a third party software.

All interested sources must respond in writing with clear and convincing evidence to support their ability to provide the DTA with equivalent product within ten business days of this notice via the Procurement Manager, [nbrown@duluthtransit.com](mailto:nbrown@duluthtransit.com).

This is not a solicitation for quotations, proposals or invitations for bids. If parties choose to respond, any cost associated with preparation and submission of data or other cost incurred in response to this announcement are the sole responsibility of the respondent and will not be reimbursed by the DTA.

**A. SPECIFICATIONS**

1. The DTA is seeking licensing and implementation of an OPS Accrual Module from Trapeze Software Group, Inc. to install, test, train and implement the OPS Accrual Module to track staff vacation, sick time and other accruals for use in timekeeping, dispatching and driver bids on routes.

2. Specifications:

The Contractor must be able to implement an accrual software system that utilizes data from the DTA current operating system provided by Trapeze. Project will include verification of updating data, configuration of the software, data implementation, and full integration with the Trapeze software.