



State of Oklahoma
Office of Management and Enterprise Services
Central Purchasing Division

Type 4
**Sole Source or Sole Brand
Acquisition Certification**
74 O.S. Signature on File

Acquisition Type (check one): <input checked="" type="checkbox"/> Sole Source <input type="checkbox"/> Sole Brand	RECEIVED APR 10 2015 ADMINISTRATION Business Manager
State Agency: DEPARTMENT OF CORRECTIONS	
Supplier Name: CYZAP	
Supplier Address: P.O. BOX 6388; GOODYEAR, AZ 85338	
Supplier Telephone: (402) 210-2594	Supplier E-mail: info@cyzap.com

I hereby affirm that pursuant to the provisions of the attached requisition or contract that (name of supplier) CYZAP is the only person or business entity singularly qualified to provide the acquisition, and if a product is the only brand or product which is unique, for the following reasons:

EZAssess is a program, owned and developed by CYZAP, Inc., used by the Department of Corrections. This has become a mission essential product for the Community Sentencing Division to place offenders as they are sentenced from the Courts to Community services or programs. DOC began using CYZAP software in 2008.

The following is a brief description of all efforts which were made to verify that the services or products to be purchased pursuant to the provisions of the attached requisition or contract qualify as a sole source or sole brand acquisition:

Since the Department of Corrections and CYZAP, Inc. have developed this web-based product, no further investigations were conducted. This product, in its present form, has become a mission essential tool to permit offenders to be classified and assigned the proper level of training, treatment, counseling and reporting. This contract is for site license use, support and enhancements of the EZAssess software through the end of June 2016. Due to the extensive data base and man hours it would be too cost prohibitive to DOC to seek any other product. This is the third year renewal of a five year contract.

I understand that the signing of this certification knowing such information to be false may subject me to punishment for perjury.

[Signature]
Signature on File

Chief Administrative Officer Signature

ROBERT PATTON

Chief Administrative Officer Name (PRINT)

5/7/15
Date

Additional Signatures for Requisitioning Agency, if necessary:

[Signature]
Signature on File

Donna Valadez, Business Manager
Signature & Date

4-7-15

[Type Title] Signature & Date



Purchase Order

Department of Corrections
 DEPARTMENT OF CORRECTIONS
 3400 MARTIN LUTHER KING AVE
 OKLAHOMA CITY OK 731360400

Supplier: 0000078192
 CYZAP INC
 PO BOX 6388
 GOODYEAR AZ 85338-0624

CHANGE ORDER

Dispatch via Print

Purchase Order 1319055595	Date 07/01/2013	Revision 2 - 05/08/2015	Page 1
Payment Terms 0 Days	Freight Terms Free on board at Destination	Ship Via Common	
Buyer David Williams	Phone 405/425-2636	Currency USD	

Ship To: DEPARTMENT OF CORRECTIONS
 COMMUNITY SENTENCING DIV/BUSINESS MANAGER
 3700 N. CLASSEN BLVD, STE 110
 OKLAHOMA CITY OK 73118-2801

Bill To: DEPARTMENT OF CORRECTIONS
 COMMUNITY SENTENCING DIV/BUSINESS MANAGER
 3700 N. CLASSEN BLVD, STE 110
 OKLAHOMA CITY OK 73118-2801

Tax Exempt? Y **Tax Exempt ID:** 736017987

Line-Sch	Cat CD / Item Id	Description	Quantity	UOM	PO Price	Extended Amt	Due Date
1- 1	81112105 / 1000012976	SERVICES: Web Hosting Maintenance and Support	12.0000	EA	4,070.0000	48,840.00	05/22/2013
2- 1	81112105 /	SERVICES: Web Hosting Maintenance and Support	12.0000	MO	4,070.0000	48,840.00	05/30/2014
3- 1	81112105 /	SERVICES: Web Hosting Maintenance and Support	12.0000	MO	4,070.0000	48,840.00	05/08/2015

WEB-BASED SOFTWARE APPLICATION FOR THE ADULT SUBSTANCE USE SURVEY (ASUS).
 BASE HOSTING COST FOR UP TO 400 USERS PER MONTH.

CHANGE ORDER TO ADD LINE #3 IN ORDER TO EXERCISE SECOND RENEWAL OPTION OF A FIVE-YEAR CONTRACT

CONTRACT PERIOD: 07-01-15 THRU 06-30-16
 AGREEMENT PERIOD: 07-01-13 THRU 06-30-18

Total PO Amount

146,520.00

COMMENTS:

This purchase is subject to the provisions of the Oklahoma Central Purchasing Act, 74 OS 2001 Section 85.1 et seq.

Payment for goods and services by a state agency shall be made only after products have been provided or services rendered.

The State of Oklahoma is exempt from payment of sales tax.

All contracts with the State of Oklahoma are governed by the laws of Oklahoma. Venue for any action or claim shall be Oklahoma County, Oklahoma.

AUDIT AND RECORDS CLAUSE: (a) As used in this clause, "records" includes books, documents, accounting procedures and practices, and other data, regardless of type and regardless of whether such items are in written form, in the form of computer data, or in any other form. In accepting any contract with the State, the successful bidder agrees any pertinent State or Federal agency will have the right to examine and audit all records relevant to execution of the resultant contract. (b) The successful bidder is required to retain all records relative to this contract for the duration of the contract term and for a period of three years following completion and/or termination of the contract. If an audit, litigation, or other action involving such records are started before the end of the three

Authorized Signature
 Signature on File



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year period, the records are required to be maintained for three years from the date that all issues arising out of the action are resolved or until the end of the three year retention period, whichever is later.

DEBARMENT/SUSPENSION: In accordance with 31 USCA 6101, Executive Order 12549, the contractor certifies that they are not presently or have not in the last three (3) years been debarred, suspended or proposed for debarment, declared ineligible by any federal department or agency, or convicted of a fraud-related crime.

ORAL AGREEMENTS: No oral statement of any person shall modify or otherwise affect the terms, conditions, or specifications stated in the solicitation or contract. All modifications to the contract must be made in writing by the Dept. of Central Services.

To be billed in arrears.

"Purchase order number must appear on all invoices. If vendor fails to provide purchase order number, it may result in the delayed payment of the invoice."

The terms of this agreement and any purchase order issued for multiple years under this agreement is contingent upon sufficient appropriations being made by the Legislature or other appropriate governing entity. Notwithstanding any language to the contrary in this agreement or in any purchase order or other document, a procuring agency may terminate its obligations under this agreement if sufficient appropriations are not made by the Legislature or other appropriate governing entity to pay amounts due for multiple year agreements. The procuring agency's decisions as to whether sufficient appropriations are available shall be accepted by the Vendor and shall be final and binding.

This contract shall be considered to be in force until the expiration date or until 30 days after notice has been given by either party of its desire to terminate the contract.

Immediate cancellation shall be administered when violations are found to be an impediment to the function of the agency and detrimental to its cause, or when conditions preclude the 30 day notice.

Electronic and information technology procurements, agreements, and contracts shall comply with applicable Oklahoma Information Technology Accessibility Standards issued by the Oklahoma Office of State Finance.

EIT Standards may be found at www.ok.gov/DCS/Central_Purchasing

Upon request, the Contractor shall provide a description of conformance with the applicable Oklahoma Information Technology Accessibility Standards for the proposed product, system or application development/customization by means of either a Voluntary Product Accessibility Template (VPAT) or other comparable document.

The Contractor shall indemnify and hold harmless the State of Oklahoma and any Oklahoma Government entity purchasing the product, system or application developed and/or customized by the contractor from any claim arising out of the contractor's failure to comply with applicable Oklahoma Information Technology Accessibility Standards subsequent to providing certification of compliance to such Standards.

Authorized Signature
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Vendor Contact : Gunnit Khurana
Phone: 402-697-1277
Fax: 402-697-1343

Agency Contact: DONNA VALADEZ
PHONE NUMBER: 405-523-3077
FAX: 405-525-4527

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DSTEPHENS 04/21/15 DGW 5-8-15

Authorized Signature
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