



Gaston County

Gaston County
Board of Commissioners
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DHHS - Social Services Division

Board Action

File #: 20-558

Commissioner Brown - DHHS (Social Services Division) - To Approve Northwoods Consulting Partners as a Sole Source Vendor of the Traverse Software for Child Protective Services and Adult Protective Services Case Management System in the Amount of \$170,500

STAFF CONTACT

Angela Karchmer - Director of Social Services Division - 704-862-7930

BUDGET IMPACT

Funds are already budgeted as State funds for purchase. No additional County funds.

BUDGET ORDINANCE IMPACT

N/A

BACKGROUND

The Division of Social Services is requesting to purchase the Northwoods Traverse File Management system to transfer the Adult Services program from a paper based system to an electronic file system to enhance the ability to work remotely and enhance the ability to collect data in the field electronically. The purchase is required to be approved as a sole source vendor due to the software and services can only be provided by Northwoods Consulting, whom owns proprietary rights to the system. This is one of the allowable reasons for sole source purchase, per G.S. 143-129(e)(6). Attached is documentation from the vendor regarding this request.

POLICY IMPACT

N/A

ATTACHMENTS

Sole Source Form and Quote for Service

DO NOT TYPE BELOW THIS LINE

I, Donna S. Buff, Clerk to the County Commission, do hereby certify that the above is a true and correct copy of action taken by the Board of Commissioners as follows:

NO.	DATE	M1	M2	CBrown	AFraley	BHovis	KJahson	TKelgher	TPillbeck	RWorley	Vote
2020-329	12/17/2020	BH	RW	A	A	A	A	A	AB	A	U

DISTRIBUTION:

Laserfiche Users

A=AYE, N=NAY, AB=ABSENT, ABS=ABSTAIN, U=UNANIMOUS



November 23, 2020

Re: *Sole Source Verification*

To Whom it May Concern:

Northwoods Consulting Partners, Inc. ("Northwoods"), hereby provides this verification that it is the sole source provider of the Traverse® software that is being considered by Gaston County.

Traverse is proprietary software that is owned and controlled by Northwoods. Traverse is protected by copyright, trademark, and other intellectual property laws. Traverse is licensed, not sold and its use is subject to the terms of a Software as a Service Agreement, which grants users non-exclusive, non-assignable, limited rights to use the software only for the purposes specifically set forth in that agreement. No other company may sell or implement Traverse in the State of North Carolina.

Upgrades and enhancements to Traverse are developed at the sole discretion of Northwoods and are deployed by Northwoods according to the terms of the Software as a Service Agreement. Northwoods is the sole source provider of support for implementations of Traverse in the State of North Carolina.

Should you have any questions or need anything further, please do not hesitate to contact me.

Sincerely,

Sarah Edwards

Sarah Edwards
General Counsel & Chief Administrative Officer

Quote

Prepared For: Gaston County DSS (NC)
Project Title: Gaston County DSS (NC) - Traverse for Adult & Aging Services
Prepared By: Chris Mease
Effective From: 11/23/2020
Expiration Date: 12/31/2020

Project Scope Summary

The following firm fixed quote includes the Software as a Service (SaaS) and professional services costs necessary for Northwoods Consulting Partners, Inc. (Northwoods) to implement Traverse within Gaston County Department of Social Services' (Gaston DSS') Adult and Aging Services program area for up to 50 total users.

Subscription Software	Total Cost
Traverse	\$50,000.00
Subtotal	\$50,000.00

Firm Fixed Professional Services	Total Cost
Professional Services	\$120,500.00
Subtotal	\$120,500.00

Pricing Summary	Cost
Subscription Software	\$50,000.00
Professional Services	\$120,500.00
Grand Total	\$170,500.00

**Sales tax not included.*

Unless otherwise agreed to in a signed, written agreement, payment in full is due within 30 days of acceptance of the cost quotation.