



Gaston County

Gaston County
Board of Commissioners
www.gastongov.com

DHHS - Social Services Division Board Action

File #: 23-452

Commissioner Brown - DHHS (Social Services Division) - To Approve Northwoods Consulting Partners as a Sole Source Vendor of the Traverse Software for the Adult Protective Services Case Management System in the Amount of \$55,000

STAFF CONTACT

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

BUDGET IMPACT

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

BUDGET ORDINANCE IMPACT

N/A

BACKGROUND

The Division of Social Services is requesting to extend the purchase of the Northwoods Traverse File Management system for the Adult Services program. This electronic file system enhances the ability to work remotely and enhances 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, who 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 Statement; FY24 Quote

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	CCloninger	AFrale	BHovis	KJohnson	TKeigher	RWorley	Vote
2023-312	09/26/2023	BH	AF	A	A	A	A	AB	AB	A	U

DISTRIBUTION:

Laserfiche Users

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



September 8, 2023

Re: *Sole Source Verification*

To Whom it May Concern:

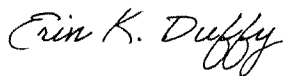
Northwoods Consulting Partners, Inc. ("Northwoods"), hereby provides this verification that it is the sole source provider of the Traverse® software that is being considered by Gaston County, North Carolina.

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,



Erin Duffy
Contracts Manager



NORTHWOODS®

Northwoods Consulting Partners, Inc.

5200 Rings Rd

Dublin, Oh 43017

Bill To:

Gaston County Department of Social Services

330 Dr Martin Luther King Jr Way

Gastonia, NC 28052-2332

USA

Invoice #: INV-102551

Invoice Date: 11/1/2023

Customer ID: 1054

PO #:

Payment Terms: Net 30

Description	Quantity	Amount
Traverse Subscription for up to 50 users (EDMS, Forms, Case Discovery)	1	\$55,000.00

Annual Subscription Renewal - 12/1/2023 - 11/30/2024 (Year 1). Please note that to avoid interruption of your subscription coverage, payment must be received by Northwoods prior to the expiration of your Annual Subscription Renewal listed above. Changes to licensing may take up to 30 days to process.

For Questions regarding this invoice:

Email: accountsreceivable@teamnorthwoods.com

Phone: 614.781.7800

For ACH payments, remit to

Huntington National Bank, Columbus, Ohio

Account Number -

ABA Number--

Subtotal	\$55,000.00
Tax	\$0.00
Payment/Credits	\$0.00
Total	\$55,000.00