



State of Florida
Department of Children and Families


Rick Scott
Governor

Mike Carroll
Secretary

DATE: November 4, 2015

TO: Jeri Flora, Director, Economic Self-Sufficiency

THROUGH: William Martinez, Chief, Data, Technology and Contract Management Unit
Leah Yarbrough, Economic Self-Sufficiency Contract Unit Manager

FROM: Janice Johnson, Government Operations Consultant 

SUBJECT: National Automobile Dealers' Association (NADA) Electronic Files to Advertise Form PUR 7778

PURPOSE:

The Economic Self Sufficiency (ESS) Program Office intends to advertise the Notice of Intended Decision to Enter into a Single Source Contract (PUR 7778). The valuation data on NADA used car, truck and recreational vehicle guide is used in the eligibility determination process for Medicaid and Temporary Cash Assistance benefits. This is a non-competitive procurement which requires the Director's approval.

BACKGROUND:

NADA delivers an electronic file, updated quarterly, which interfaces with the FLORIDA System. Eligibility workers are able to access price guides without having to enter the Internet, maximizing efficiency. The eligibility worker enters the Vehicle Identification Number (VIN) into FLORIDA, and the interface with NADA finds the fair market value for year, manufacturer, and model that corresponds to the VIN. This information is then automatically loaded into the vehicle asset valuation screen. The cost of the annual NADA subscription is \$68,400 or approximately \$22.31 per user per year. Significant time and effort have already been invested in establishing the NADA price guide as an efficient functional tool in the eligibility process. An analysis of potential vendors accompanies this request, showing NADA not only as the most cost effective choice for the State, but also the only vendor currently able to meet the Department's needs.

The Description of Intended Single Source Purchase (Form PUR 7776) was advertised in My Florida Market Place from October 22, 2015 through November 2, 2015. No other vender made a claim to be able to deliver the service as specified.

Action Required:

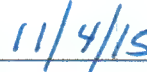
If approved, please indicate and sign below.

APPROVED

DISAPPROVED:



Jeri Flora, Director, Economic Self-Sufficiency



Date 11/4/15

1317 Winewood Boulevard, Tallahassee, Florida 32399-0700

Mission: Work in Partnership with Local Communities to Protect the Vulnerable, Promote Strong and Economically Self-Sufficient Families, and Advance Personal and Family Recovery and Resiliency