

Purchasing Agent:

COUNTY OF SONOMA PUBLIC INFRASTRUCTURE PURCHASING DIVISION



9/23/2025

Date:

SINGLE OR SOLE SOURCE WAIVER REQUEST

Directions: Use this form to justify a single or sole source transaction (see selection criteria below). Departments are encouraged to consult with the Purchasing Division prior to submitting this request to Purchasing. The single or sole source request should be approved before the department makes a commitment to the vendor, and before funds are encumbered. If the request is denied, the department will be advised by the Purchasing Division as to next steps (e.g., conduct a competitive process to select the supplier/contractor).

supplier/contractor).	ivision as to next steps (e.g., e	onduct a competitive process to select the	
Choose one below:			
Sole Source – Services or Goods are available service).	able from only one supplier (e.	g., proprietary software, licensed or patented good	or
particular provider over others for reasons local presence needed) (4) only one prospe	such as (1) safety, (2) training ctive supplier is willing to ent	of all that are available). The County selects a or standardization, (3) logistical requirements (e.g. er into an agreement with the County (5) item has nd no other source satisfies the County's requirement	ıts.
Department:		Date Submitted:	
Jim McKenney Contact:		Phone:	
Supplier Name: Naviant. LLC			
	l: Five Years	Requisition Number:	
Describe the product or service:			
Document Management System (OnBase by			
Explain why this is the only product or service t	that will meet the County's needere taken to verify that the goo	gence you have performed in selecting the supplier. eds. Why is this supplier or contractor the one that can do not service are not available from another source penchmark data from industry, other agencies)	
have provided both functional and technical deve	elopment for OnBase, ShareBa	OnBase managed services provider since 2012. They use, and the Nexsan Assureon storage platform. The industries has integrated into the county's business	
Department Head or Designee Signature: *_Dan Fruchey (Se	ep 5, 2025 14:50- 19 PDT)	Date:09/05/2025	
FOR PURCHASING ONLY Reason for Determination: Single/So	ole Source Approved:	Single/Sole Source Denied:	



Docusign Envelope ID: 7A79F968-943D-4FF8-8A1E-CCE326ED54B2

Contract#: EU-2337-HYL048200

May 21, 2025

County of Sonoma 370 Administration Drive Santa Rosa, California, 95403 United States

RE: Sole Source Letter relating to Renewal of Maintenance and Support of OnBase Software Product

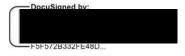
To Whom It May Concern:

This letter confirms that the OnBase software licensed by County of Sonoma consists of proprietary programs designed and developed exclusively by Hyland Software, Inc. and its affiliates ("Hyland"), and that County of Sonoma is receiving maintenance and technical support of such software from Naviant, LLC. While Hyland has numerous authorized resellers of the OnBase Software, under Hyland's commercial policies, Naviant, LLC. is the sole authorized source to provide maintenance and support of the OnBase software to County of Sonoma.

If you have any questions please feel free to contact us.

Hyland Software, Inc.

By:



Name: (Print)
Jennifer R. Cook

Title:

VP, Global Revenue Operations

Date:

May 21, 2025 | 15:23:37 EDT

Hyland Legal



Approved By:

Date: May 21, 2025 | 14:47:12 EDT

28105 Clemens Rd., Westlake, Ohio, 44145, United States

Hyland.com

Single_Sole_Source_Waiver_Request_Rev_A_N aviant

Final Audit Report 2025-09-05

Created: 2025-09-05

By: Jim McKenney (Jim.McKenney@sonomacounty.gov)

Status: Signed

Transaction ID: CBJCHBCAABAAf2tTnKSUZCeExcgIdP5QuyrPF4H7xeXs

"Single_Sole_Source_Waiver_Request_Rev_A_Naviant" History

- Document created by Jim McKenney (Jim.McKenney@sonomacounty.gov) 2025-09-05 0:47:34 AM GMT- IP address: 209.77.204.154
- Document emailed to dan.fruchey@sonoma-county.org for signature 2025-09-05 0:52:16 AM GMT
- Email viewed by dan.fruchey@sonoma-county.org 2025-09-05 1:45:50 AM GMT- IP address: 107.22.61.174
- Signer dan.fruchey@sonoma-county.org entered name at signing as Dan Fruchey 2025-09-05 9:50:47 PM GMT- IP address: 98.207.237.215
- Document e-signed by Dan Fruchey (dan.fruchey@sonoma-county.org)

 Signature Date: 2025-09-05 9:50:49 PM GMT Time Source: server- IP address: 98.207.237.215
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