



Iowa Department of Administrative Services

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Governor Kim Reynolds
Lt. Governor Adam Gregg
Janet Phipps, Director

11/1/2018

Janet Phipps, Director
Iowa Dept. of Administrative Services
Hoover Building, 3rd Floor
Des Moines, IA 50319

Dear Director Phipps:

The Iowa Department of Administrative Services – Central Procurement Bureau requests a waiver under DAS Administrative Rule 11-118.16 (8A) of the application of DAS Administrative Rule 11-118.11 (3) concerning the duration of services contracts. The latter rule states "A service contract, including all optional renewals, shall not exceed a term of six years." DAS Central Procurement Bureau is requesting a waiver with respect to the following contract:

Master Agreement 4379-13B with Softwriters Inc. provides pharmacy software to the Iowa Veterans Home. This software is vital because it allows medication distribution to the residents of Iowa Veterans Home.

The aforementioned contract expires on November 30, 2018. The new competitive solicitation was started on May 15, 2018. The Request for Proposals was posted on October 24, 2018. Due to unforeseen delays, DAS and the Iowa Veterans Home are requesting to extend the expiration date of the current contract six (6) months to allow time to finish the competitive procurement. The new proposed expiration date will be May 30, 2019.

Thank you for your time and consideration of this request for waiver.

Respectfully submitted:

Kelli Sizenbach
Kelli Sizenbach, Purchasing Agent 3

Date: 11-1-18

Approval: /s/ Janet E. Phipps

Date: 11/26/2018