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**SOLE SOURCE NOTICE**

2018-1

The Washington State Board of Tax Appeals contemplates awarding a sole source contract to Sierra-Cedar, Inc., to upgrade the agency’s open source case management system:

* Upgrade SQL database from 2005 to 2016
* Upgrade case management application from Windows Server 2008 R1/Office 95/Windows XP to compatible with Windows Server 2008 R2/Windows Server 2016/Office 2016 64bit/Windows 10
* Restore links/connections between application and Outlook 2016
* Establish connection with Dymo LabelMaker 450
* Establish connections with agency web portals

Sierra-Cedar, Inc., designed and programmed the case management system and has the original programmers on staff for consultation.

The contract will be issued on or about December 3, 2018. The dollar value is estimated at thirty-two thousand, two hundred and forty-eight dollars ($32,248.00).

Vendors contemplating the above requirements are required to submit capability statements detailing their ability to meet the contract requirements by within (5) calendar days of this announcement.

In the absence of other qualified sources, it is the agency’s intent to make a sole source award of the contract.

To submit capability statements or for questions, contact the agency’s Executive Director, Kate Adams at [kate.adams@bta.wa.gov](mailto:kate.adams@bta.wa.gov), or by telephone at: (360) 753-5446

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