Translation

COMMONWEALTH OF PUERTO RICO
DEPARTMENT OF THE FAMILY
SAN JUAN, PUERTO RICO

ADMINISTRATIVE ORDER # 98-002

ADMINISTRATIVE ORDER OF THE SECRETARY
OF THE DEPARTMENT OF THE FAMILY

WHEREAS: The Department of the Family has the responsibility of implementing a uniform information system SAIC (System for Case Administration and Information). This system of integrate data of all the clientele, will automatize the process of certification of eligibility to obtain economic benefits and will achieve the satisfactory implementation of the E.B.T. system (Electronic Benefit Transfer).

WHEREAS: The SAIC system must be implemented in all the local offices of the Department on or prior December 1998.

WHEREAS: Digital Equipment Caribbean Company was contracted for those purposes through a contract that expired in September 1996, implementing the SAIC system in 53 of the 113 local offices.

WHEREAS: After evaluating of the available option it has been determined that Digital is the only source available that can complete the service withing the time indicated. Among others for the following reasons:

- Minimum cost due to a final application (SAIC) developed by DEC and the continuous use of the investment of the Department in the actual technology.
- Faster implementation of the requirement of the due date of December 1998.
- Application of SAIC software has been created by programmers of DEC in DEC's RDBMS (Relational Database Management System and DEC RALLY (programming development.)
- Application of CMIS known only to programmers of Digital.
- Hardware is manufactured by Digital; therefore increases in capacity should be Digital.
- Owner of knowledge and technology of CMIS project.

WHEREAS: Procedure to order Digital to continue implementing the system in the rest of the local offices though the granting of the corresponding contract.

WHEREAS: The Department of Justice was consulted on the procedure for contracting Digital without having a formal bid. The reply of the Department of Justice was in the affirmative as long as the Secretary of the Department of the Family authorizes said contract.

WHEREAS: The General Services Administration was consulted on the procedure for contracting Digital with holding a formal bid. The Social Services Administration replied in the affirmative.

THEREFORE: I, Caly Rodríguez-Rivera, by the power vested in me and according to the decree of the Department of Justice hereby, order the following:

FIRST: That Digital Equipment Caribbean be contacted for the continuation of the implementation of the information systems in the local offices that do not have these facilities through the grant of the corresponding contract.

SECOND: That the Secretariat for Planning and Information submit to the Contracting Office the required justification and pertinent documents to justify not holding a bid.

THIRD: That the Contracting Office evaluate all the information submitted for the final drafting of the Digital contract so that it can be submitted for my signature.

IN WITNESS WHEREOF, I affix my signature to this document, in the City of San Juan, Puerto Rico on this day of April 22, 1998.

SIGNED BY: **CALY RODRÍGUEZ-RIVERA**
SECRETARY

Translation by:
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