

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	43166	Agenda Number	26.
---------------------	----------	-------	---------------	-----

Meeting Date:	April 23, 2015
---------------	----------------

Department:	Purchasing
-------------	------------

### Subject

Authorize award, negotiation, and execution of a contract with BRIO SERVICES, LLC DBA BRIO CONSULTING, LLC, or one of the other qualified offerors to Request for Proposals No. JXH0502, to provide consulting services to update the Watershed Protection Department's Information Management Plan in an amount not to exceed \$151,858.

### Amount and Source of Funding

Funding is available in the Fiscal Year 2014-2015 Capital Budget of the Watershed Protection Department.

### Fiscal Note

A fiscal note is attached.

Purchasing Language:	Best evaluated proposal.
----------------------	--------------------------

Prior Council Action:	
-----------------------	--

For More Information:	Jonathan Harris, Sr. Buyer Specialist, 512-974-1771
-----------------------	---

Boards and Commission Action:	
-------------------------------	--

Related Items:	
----------------	--

MBE / WBE:	This contract will be awarded in compliance with City Code Chapter 2-9C Minority-Owned and Women-Owned Business Enterprise Procurement Program. Per the City's Small and Minority Business Resources Department, no subcontracting opportunities were identified; therefore, no goals were established for this solicitation.
------------	---

### Additional Backup Information

The contract is for consulting services to update an Information Technology (IT) Plan for the Watershed Protection Department (WPD) that was originally produced in 2006. Revisions to the WPD Information Management Plan occur regularly every five to seven years, the main purpose of which is to identify major IT initiatives that the department may undertake to modernize and automate outdated manual processes, extend and enhance existing technology solutions, and remain current with best IT practices. These projects allow the department to provide consistent, reliable data to staff and customers in the most efficient and cost effective way possible

For this update, the consultant will:

- Analyze department goals, horizon issues, and gaps to pinpoint those which can benefit from technology.
- Help staff identify key projects which are cost-effective, provide high value to staff and customers, and leverage existing technologies whenever possible.
- Provide a final detailed list of recommended projects for inclusion in the department's budgeting process.

Below are a few examples of project recommendations from the first iteration of the IT plan. It is expected that the update to the plan will provide more recommendations which will improve WPD's capabilities and efficiency.

- Implement a Department-wide Asset Management System – WPD is responsible for maintaining over a thousand miles of storm drain and tens of thousands of inlets, manholes, ponds and other hard infrastructure. In 2006, the department was tracking maintenance work performed on these assets using several legacy databases with conflicting information. This information was consolidated to provide a single consistent source which is helping the department move from a reactive to a proactive stance on maintenance.
- Consolidate Geographic Data Sets – WPD is particularly reliant on geographic data such as watershed boundaries, creek centerlines, and storm drains. It was recommended that this information be standardized and stored in a centralized Oracle database. While this effort is continuous, today WPD has a single corporate collection of data sets which are centrally maintained which ensure accurate and consistent data for use by our City staff and citizens.

The plan will include recommendations, with cost estimates and priorities, for databases and technology which will benefit the department but more importantly will improve the quality of service we provide to our customers through greater efficiency and more accurate and reliable data.

An evaluation committee composed of personnel from the Watershed Protection Department and Communications & Technology Management with expertise in this area evaluated the proposals and based on the criteria, scored this company as the one which best meets the requirements. Evaluation criteria included the project solution proposed, companies' experience, total cost, qualifications of personnel, proposed project schedule, and local business presence.

This request allows for the development of an agreement with a qualified offeror that Council selects. If the City is unsuccessful in negotiating a satisfactory agreement with the selected offeror, negotiations will cease with that provider. Staff will return to Council so that Council may select another qualified offeror and authorize contract negotiations with this provider.

If the current request is delayed or denied, this effort will fall behind schedule and be unable to provide financial planning information during the upcoming fiscal year planning effort for Capital Improvement Projects.

**PRICE ANALYSIS**

- a. Adequate competition
- b. 240 notices were sent including 17 MBEs and 11 WBEs. Three proposals were received, with no response from the MBEs/WBEs

**APPROVAL JUSTIFICATION**

- a. Best evaluated proposal of three proposals received.
- b. The Purchasing Office concurs with the Watershed Protection Department's recommended award.
- c. Advertised in the Austin American Statesman and on the Internet.