

# Agenda Report

**DATE:** FEBRUARY 7, 2000

**TO:** CITY COUNCIL

**FROM:** CITY MANAGER

**SUBJECT:** AUTHORIZATION TO AMEND PURCHASE ORDER CONTRACT NUMBER 7683 WITH ANALYSTS INTERNATIONAL CORPORATION FOR DATA CONVERSION CONSULTING SERVICES FOR THE LAND MANAGEMENT SYSTEM PROJECT

## **RECOMMENDATION**

It is recommended that the City Council:

1) Authorize the Purchasing Administrator to increase Purchase Order Contract Number 7683 by \$36,000 for a new not to exceed amount of \$96,000 with Analysts International to provide data conversion consulting services for the implementation of the new land management system.

## **BACKGROUND**

On November 22, 1999, the City Council approved a purchase order contract with Analysts International for an amount not to exceed \$60,000 for consulting services for the conversion of data from the existing land management system to the new (Tidemark) land management system. These duties included acting as project lead for the data conversion process, assisting in data clean up, providing data mapping, and performing data extraction programming. The purchase order contract was granted an exemption from the competitive selection process of the Affirmative Action in Contracting Ordinance due to Analysts Internationals unique expertise.

It was anticipated that this consultant would work with the Sierra Computer Systems, vendor for the existing land management system, in the conversion effort. Documentation of the current system was required from Sierra Computer Systems to begin the conversion phase of implementation, including a need for database diagrams, table layouts, field specifications and application process

descriptions. Original project budget estimates were based on the assumption that this documentation would be provided by Sierra.

Unfortunately, Sierra Computer Systems opted not to provide conversion assistance based on the City's decision to move to a competitive land management system. Their unavailability was further exacerbated by the fact that Sierra chose not to renew the City's annual maintenance contract. The absence of assistance from Sierra Computer Systems has caused an expansion in the scope of work required of Analysts International, with a corresponding increase in the cost of services. Approval of this purchase order contract amendment will enable Analysts International to complete the remaining data conversion tasks within the project schedule and budget.

### **FISCAL IMPACT**

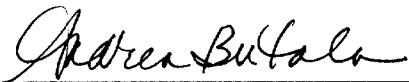
Funding for the Land Management System project was approved by the City Council in April, 1999. Sufficient contingency funding is available in Capital Project Account Number 301-71893 to cover the \$36,000 amendment to the purchase order contract.

Respectfully submitted,



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