

Agenda Report

DATE: APRIL 21, 2003

TO: CITY COUNCIL

FROM: CITY MANAGER

SUBJECT: AWARD A CONTRACT TO MISSION CRITICAL TECHNOLOGIES FOR CONSULTING SERVICES TO IMPLEMENT NETWORK TECHNOLOGIES.

RECOMMENDATION:

It is recommended that the City Council authorize the City Manager to enter into a contract with Mission Critical Technologies, Incorporated (MCT) for an amount not to exceed \$300,000 for consulting services to provide network redesign for City Hall retrofit, implementation of required security technologies and upgrades to core Microsoft systems. Competitive bidding was not required pursuant to Section 1002(F) of the Pasadena Municipal Code, professional or unique services

It is further recommended that the City Council grant the proposed contract an exemption from the competitive selection process pursuant to P.M.C. 4.08.049(B), contracts for which the City's best interests are served

BACKGROUND:

The Information Technology Services Division (ITSD) is responsible for providing technical support services to City staff as well as maintaining core infrastructure and technologies. In order to meet these demands, ITSD has augmented existing in-house staff with outside technical support service firms. In fall of 2002, ITSD completed a complete selection RFP process and pre-qualified eight firms to provide as needed services.

As one of the pre-qualified vendors, MCT currently has an annual contract with a not to exceed \$75,000/year which expires in October 2003 unless renewed, with a maximum renewal term of four years. ITSD will need to continue to augment its in-house staff resources for on-going support services in addition to the essential

projects identified below that must be met in the short term. Therefore, it is in the best interest of the City to keep this initial contract intact with the opportunity for renewal open.

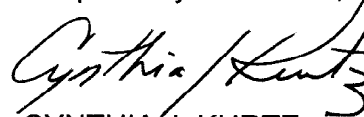
ITSD has identified key technology initiatives that must be completed within the next 12-18 months. These initiatives include; network redesign and connectivity for City Hall retrofit, core services upgrades for operational standardization of systems, Virtual Private Network (VPN) for remote access, and security implementations such as firewall upgrades. These require external consulting services to complete due to increased workload demands and a lack of in-house staff resources (the City's Network team has experienced staff shortage challenges over the last two years that have significantly impeded completion of critical projects). Without outside assistance, the City's core technologies will continue to fall behind, creating additional support problems, impacting City staff's productivity, increasing exposure to cyber-security risks and effecting City Hall retrofit.

To meet these challenges, ITSD sought qualified consultants from MCT, one of the pre-qualified vendors. MCT was selected because their rates are reasonable are comparable to the other pre-qualified firms that provide like services, their personnel are more qualified, they are better prepared for assignments, and they are familiar with the City's technical environment. They also have established experience with the City in providing quality technical resources while working on other City projects. Therefore, it is in the City's best interest to contract with MCT in assisting in the completion of its key technology initiatives.

FISCAL IMPACT:


Sufficient funds are available in the ITSD fiscal year 2003 Operating Budget.

Respectfully Submitted,

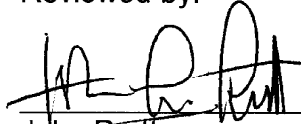


CYNTHIA J. KURTZ
City Manager

Prepared by:

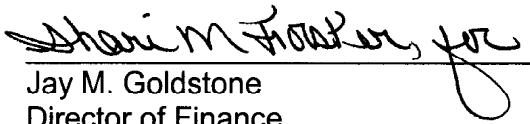
For 
Andrea Oguin
IT Operations Manager

Reviewed by:



John Pratt
Chief Information Technology Officer

Approved by:



Jay M. Goldstone
Director of Finance