

# Agenda Report

**DATE:** NOVEMBER 22, 1999

**TO:** CITY COUNCIL

**FROM:** CITY MANAGER

**SUBJECT:** AUTHORIZATION TO CONTRACT WITH ANALYSTS INTERNATIONAL CORPORATION FOR DATA CONVERSION CONSULTING SERVICES FOR THE LAND MANAGEMENT SYSTEM

## **RECOMMENDATION**

It is recommended that City Council:

1. Authorize the Purchasing Administrator to issue a purchase order contract, not to exceed \$60,000 with Analysts International to provide Informix consulting services for the implementation of the new land management system, without competitive bidding pursuant to City Charter section 1002(F), contract for professional or unique services.
2. Grant this purchase order contract a partial exemption (vendor outreach only) from the competitive selection process of the Affirmative Action in Contracting Ordinance pursuant to P.M.C 4.09.060 (C), contracts for which the City's best interest are served.

## **BACKGROUND**

On April 5, 1999, the City Council approved the purchase of a new land management system, which included:

1. A contract with Tidemark Computer Systems, incorporated for acquisition and installation of a replacement land management system.
2. A contract with Oracle for the acquisition of software licensing, installation and maintenance.
3. A contract with Informix for the acquisition of consulting services for conversion of data from the existing system.
4. Approve a journal voucher appropriating \$604,355 from the Building Services Fund balance to Capital Project Account 301-71893.

Staff originally understood that data conversion consulting services for the land management system would be sole source by Informix as reported to Council in item #3 above. Subsequent to Council approval staff conducted a request for information to confirm this fact. This resulted in four out of ten vendor proposals. Informix was one of the six vendors that opted not to bid. Their decision not to respond was based on the City's intention to move to a competitive platform (Oracle).

Analysts International Corporation was one of the four respondents. Their proposal provided the best response to the scope of work, meeting all managerial and technical requirements as well as

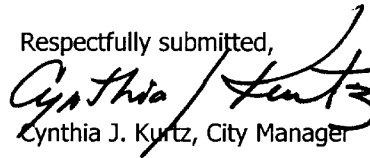
proposing the lowest price. Based on the response to the RFI, it is reasonable to assume that an additional bid process would not result in any additional outreach or responses.

In addition, Analysts International Corporation had been selected to provide Oracle consulting services for the implementation of the land management system. Analysts International Corporation is fully familiar with the project, the current land management system and the new system being installed and has the required skill set to complete the work in a timely and cost-efficient fashion. For these reasons staff is requesting that the City Council approve an exemption from the competitive selection process of the Affirmative Action in Contracting Ordinance on the basis that it is in the best interests of the City.

**FISCAL IMPACT**

Funding for these services was originally approved on April 5, 1999 as part of the total project budget for the new land management system. This will require no additional funds. Funds are available in the Building Services Fund under Land Management System, Capital Project Account 301-71893.

Respectfully submitted,



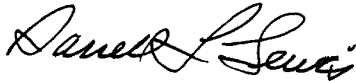
Cynthia J. Kurtz, City Manager

Prepared by:



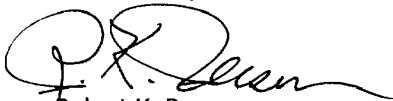
Andrea Butala, Management Analyst

Approved by:



Darrell L. Lewis, Director  
Planning & Permitting

Concurred by:



Robert K. Person  
Chief Information Officer