



Board Agenda Item 25

DATE: February 7, 2017

TO: Board of Supervisors

SUBMITTED BY: Robert W. Bash, Director of Internal Services/Chief Information Officer

SUBJECT: Agreement with Vision Technology Solutions, LLC

RECOMMENDED ACTION(S):

Approve and authorize Chairman to execute an agreement with Vision Technology Solutions, LLC to provide professional services for website design, content migration, software licenses, installation, training, and software maintenance of a Web Content Management System, effective upon execution, for three-year initial term, with two optional one-year extensions, total not to exceed \$307,003.

Approval of the recommended action will allow the Internal Services Department (ISD) to purchase the software licenses and allow Vision Technology Solutions, LLC to provide the professional services needed to design, migrate content, configure applications, install, train and maintain the Website Content Management System (WCMS). The WCMS will replace the County's current WCMS platform, which is obsolete.

ALTERNATIVE ACTION(S):

Should your board not approve the recommended action, utilization of the obsolete WCMS would continue and result in the inability to redesign the County's website.

FISCAL IMPACT:

There is no increase in Net County Cost associated with approval of this agreement. First year costs in the amount of \$102,525 include professional services related to the design, data migration, software configuration, installation, and training for both the Internet and Intranet sites, and includes upfront costs for the first year of annual maintenance and support, and disaster recovery service. Sufficient appropriations for the first year are included in the FY 2016-17 Information Technology Services Org 8905 Adopted Budget. The cost for future years will be included in subsequent requested budgets.

Beginning in year two of the Agreement, annual maintenance and support service costs (Internet and Intranet sites) and disaster recovery service total \$24,240 and thereafter increase by 5% annually. The Agreement also allows for additional services to be requested, if needed by the County, at a maximum \$20,000 annual cost. The five-year total contract maximum shall not exceed \$307,003.

DISCUSSION:

On April 8, 2016, Request for Proposal (RFP) 208-5465 was issued for a replacement or redesign and update of the County's WCMS. Fourteen proposals were received. An evaluation committee of seven was selected and consisted of employees from the Department of Public Health and the Internal Services Department, with oversight from County Purchasing. The evaluation consisted of two phases. During the first phase, each committee member conducted a detailed review of each written proposal response and provided scores for the following categories: Company Data; Project Objectives; Technology Requirements; Implementation

Requirements; Maintenance and Support; and Security Requirements. After evaluation of the written responses, the bidders with the top six scores were invited to demonstrate their product for the second phase of the evaluation. Upon completion of the demonstrations, the evaluation committee determined Vision Technology Solutions, LLC was the most responsive and responsible bidder that best met the needs of the County for a redesign and update of the WCMS.

Vision Technology Solutions, LLC accepted the County model contract, but added a clause shortening the statutory time period for filing a legal action on the contract from four years to one year. The Agreement also requires all annual fees be paid in advance for each contract year. Such fees are non-refundable in the event the County elects to terminate the Agreement early and without cause.

Vision Technology Solutions, LLC will not only offer a more modern WCMS but will also provide a comprehensive website analysis to gather information from community surveys, user testing, focus groups, and heat map analysis to provide useful direction for developing the County's website. It will also provide advanced reporting capabilities to capture feedback from customers which will enable County staff to develop a customer-focused website with interactive components. Therefore, it is recommended the County enter into an agreement with Vision Technology Solutions, LLC to provide a redesign and update of the County's WCMS.

The County of Fresno Purchasing Manual state that local vendor preference shall only apply to contracts through the RFQ process when state and federal statutes or regulations do not prohibit such preference. In conformance with the rule and 2CFR200.319(b), local vendor preference was not a consideration in this RFP.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Agreement with Vision Technology Solutions, LLC

CAO ANALYST:

John Hays