



# County of Fresno

Hall of Records, Rm. 301  
2281 Tulare Street  
Fresno, California  
93721-2198

## Legislation Text

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**File #:** 18-1454, **Version:** 1

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**DATE:** January 29, 2019

**TO:** Board of Supervisors

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

**SUBJECT:** Agreement with Levi, Ray & Shoup, Inc.

### RECOMMENDED ACTION(S):

**Approve and authorize the Chairman to execute an Agreement with Levi, Ray & Shoup, Inc. for a digital report management system and data conversion services, effective upon execution, not to exceed five consecutive years, which includes a three-year base contract and two optional one-year extensions, total not to exceed \$355,000.**

There is no increase in Net County Cost associated with the recommended action, which will allow the Internal Services Department - Information Technology Services Division (ISD-IT) to migrate the County's current digital report management system onto a new, less expensive and more user-friendly system. This item is countywide.

### ALTERNATIVE ACTION(S):

Should your Board not approve the recommended action, the County will be unable to upgrade out of the current system. While this will not interrupt service, it will result in additional costs to maintain the current system.

### FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. The proposed agreement has a total compensation amount, including license fees and consulting service fees, not to exceed \$355,000 for the entire five (5) year term of the agreement. This agreement allows for the conversion out of the current digital report management system and will decrease overall costs by approximately 40%. User departments will see savings in the form of reduced charges for use of the software. Sufficient appropriations for the costs associated with the proposed agreement are included in the Department's Org 8905 FY 2018-19 Adopted Budget and will be included in subsequent recommended budgets.

### DISCUSSION:

On June 26, 2018, the County of Fresno on behalf of ISD-IT issued Request for Proposal (RFP) No. 18-060 for Electronic Reports Management & Data Visualization Software to 5 vendors registered in Public Purchase. The response period closed on August 1, 2018 and three vendors responded: Levi, Ray, & Shoup, Inc.; GROM Associates, Inc.; and ECS Imaging, Inc.

An evaluation panel composed of representatives from the ISD-IT, Agriculture, Child Support Services, Auditor Controller Tax Collector, and Social Services departments evaluated each proposal solely based on the requirements of the RFP. The evaluation panel reviewed the capability of the bidders to replace the functionality of the current system, transfer existing data out of the County's current system, and any additional

functionality provided by the proposed solutions. The evaluation panel unanimously recommended the Levi, Ray & Shoup, Inc. solution because this vendor best understood the transfer of data out of the County's current system, is able to meet the requirements of replacing the current system at a reasonable cost, and will provide some additional functionality that will be beneficial to staff.

As required by the vendor, the recommended agreement is not in the County's standard form and includes a limitation on liability, a non-standard hold harmless provision, and non-standard insurance requirements. County Counsel has reviewed and approved the agreement as to legal form. The Department believes that the benefits of this agreement outweigh all potential risks and recommends approval of the agreement by your Board as a prudent business decision.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Agreement with Levi, Ray & Shoup, Inc.

CAO ANALYST:

Yussel Zalapa