

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

A RESOLUTION transferring \$133,000.00 within the 2013 Assessment Fund and awarding a contract for the furnishing of professional GIS services to the Timmons Group of Richmond VA, under the terms and conditions of Request for Proposals No. 17-13 at an actual cost to the County not to exceed \$133,000.00, and awarding a contract for the furnishing of a Parcel Fabric and Workflow Manager software solution to ESRI of Redlands, CA, as a sole source purchase, at an actual cost to the County not to exceed \$13,500.00, both for use by the Information Technology Department, at an actual aggregate cost to the County not to exceed \$146,500.00.

RESOLUTION NO. 18150, April 15, 2013

INTRODUCED BY Scott Burnett, County Legislator

WHEREAS, the Information Technology Department has a need for updated GIS services and software used to maintain the County's digital cadastral records; and,

WHEREAS, the Director of Finance and Purchasing has solicited bids on Request for Proposal No. 17-13 for the furnishing of professional GIS services; and,

WHEREAS, a total of seven notifications were distributed and three responses were received from the following with one additional response having been rejected as non-responsive:

VENDOR

ESRI
Redlands, CA

Timmons Group
Richmond, VA

and,

WHEREAS, the proposals submitted were evaluated on the basis of responsiveness to the terms and conditions, scope of services, experience, qualifications, reference, and pricing; and,

WHEREAS, following evaluation of the bids submitted, the Director of Finance and Purchasing recommends that the contract be awarded to Timmons Group of Richmond, VA, for the reason that it has submitted the lowest and best bid as set forth in the attached recapitulation and analysis; and,

WHEREAS, the Director of Finance and Purchasing additionally recommends the award of a sole source contract not to exceed \$13,500.00, for the furnishing of a Parcel Fabric and Workflow Manager software solution to ESRI of Redlands, CA, as the developer of this proprietary software; and,

WHEREAS, a transfer is necessary to cover the cost of these purchases; and,

WHEREAS, the County Executive recommends this transfer; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the following transfer be made within the 2013 Assessment Fund:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Assessment Fund Non-Departmental			
045-4500	56661 – Software Purchase	\$133,000	
045-4500	56080 – Other Professional Srvs		\$133,000

and,

BE IT FURTHER RESOLVED by the County Legislature of Jackson County, Missouri, that award be made as recommended by the Director of Finance and Purchasing, and that the Director be and hereby is authorized to execute for the County any documents necessary for the accomplishment of the award; and,

BE IT FURTHER RESOLVED that the Director of Finance and Purchasing is authorized to make all payments, including final payment on the contracts.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

[Signature]
Chief Deputy County Counselor

[Signature]
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 18150 of April 15, 2013, was duly passed on April 22, 2013 by the Jackson County Legislature. The votes thereon were as follows:

Yeas 8

Nays 0

Abstaining 0

Absent 1

4.22.13
Date

[Signature]
Mary Jo Spino, Clerk of Legislature

Funds sufficient for this transfer are available from the source indicated below.

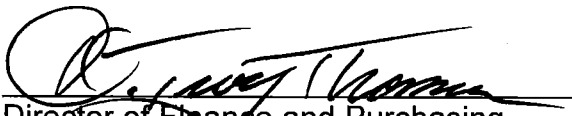
ACCOUNT NUMBER: 045 4500 56661
ACCOUNT TITLE: Assessment Fund
Non-Departmental
Software Purchases
NOT TO EXCEED: \$133,000.00

There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

ACCOUNT NUMBER: 045 4500 56661
ACCOUNT TITLE: Assessment Fund
Non-Departmental
Software Purchases
NOT TO EXCEED: \$13,500.00

ACCOUNT NUMBER: 045 4500 56080
ACCOUNT TITLE: Assessment Fund
Non-Departmental
Other Professional Services
NOT TO EXCEED: \$133,000.00

April 15, 2013
Date


Director of Finance and Purchasing

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 18150

Sponsor(s): Scott Burnett

Date: April 15, 2013

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Transferring \$133,000.00 within the Assessment Fund, Non-Departmental budget, Authorizing the Award of a Contract to provide Professional GIS Services under the terms and conditions of Request for Proposal No. 17-13 and approve the purchase of a Sole Source Software Package for the Information Technology Department in an amount not to exceed \$146,500.00</u></p>																		
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$146,500.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$146,500.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$146,500.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>045-4500-56661 Assessment Fund, Non-Departmental, Software Purchases</td> <td>\$ 13,500.00</td> </tr> <tr> <td>Transfer From: 045-4500-56661 Assessment Fund, Non-Departmental, Software Purchases</td> <td>\$133,000.00</td> </tr> <tr> <td>Transfer To: 045-4500-56080 Assessment Fund, Non-Departmental, Other Professional Services</td> <td>\$133,000.00</td> </tr> <tr> <td>Total</td> <td>\$146,500.00</td> </tr> </table> <ul style="list-style-type: none"> If account includes additional funds for other expenses, total budgeted in the account is: \$397,324.00 045-4500-56661 \$157,686.00 045-4500-56080 <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable): Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$146,500.00	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$146,500.00	Amount budgeted for this item * (including transfers):	\$146,500.00	Source of funding (name of fund) and account code number:		045-4500-56661 Assessment Fund, Non-Departmental, Software Purchases	\$ 13,500.00	Transfer From: 045-4500-56661 Assessment Fund, Non-Departmental, Software Purchases	\$133,000.00	Transfer To: 045-4500-56080 Assessment Fund, Non-Departmental, Other Professional Services	\$133,000.00	Total	\$146,500.00
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Total	\$146,500.00																		
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): Prior resolutions and (date):</p>																		
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Supervisor, 881-3253</p>																		
<p>REQUEST SUMMARY</p>	<p>The Software, tools and work flow solutions currently in place to maintain the County's digital cadastral records are outdated and some of the companies maintaining the software have gone out of business. The County needs to purchase a current software solution and Professional GIS Services to configure and transfer our data to the new software. The Purchasing Department issued Request for Proposal No. 17-13 to solicit the Professional GIS Services.</p> <p>A total of seven notifications were distributed and three responses were received. One response was rejected as non-responsive and the other two were evaluated as follows:</p> <table border="1"> <thead> <tr> <th></th> <th>Estimated Cost</th> <th>Evaluation Points Awarded</th> </tr> </thead> <tbody> <tr> <td>ESRI of Redlands, CA</td> <td>\$172,350.00</td> <td>77</td> </tr> <tr> <td>Timmons Group, Richmond, VA</td> <td>\$133,000.00</td> <td>88</td> </tr> </tbody> </table> <p>Evaluation Points were based on Responsiveness to terms and conditions of Request for Proposal, Response to Scope of Services, Experience, Qualifications, References and Pricing.</p>		Estimated Cost	Evaluation Points Awarded	ESRI of Redlands, CA	\$172,350.00	77	Timmons Group, Richmond, VA	\$133,000.00	88									
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	<p>Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of the Contract to provide Professional GIS Services for the Information Technology Department to the Timmons Group of Richmond, VA as the lowest and best proposal meeting the Scope of Services under Request for Proposal No. 17-13.</p> <p>Pursuant to Section 1030.1 of the Jackson County Code, the Director of Finance and Purchasing recommends the purchase of a updated software package to maintain the County's digital cadastral records from ESRI of Redlands, CA as a Sole Source Purchase. Research by the Information Technology Department and the Purchasing Department indicates that the software package from ESRI is a sole source.</p> <p>The Director of Finance and Purchasing also requests the transfer of \$133,000.00 within the Assessment Fund, Non Departmental budget as follows:</p> <table data-bbox="310 493 1531 611"> <thead> <tr> <th></th> <th>FROM:</th> <th>TO:</th> </tr> </thead> <tbody> <tr> <td>045-4500-56661 Assessment Fund, Non-Departmental, Software Purchases</td> <td>\$133,000.00</td> <td></td> </tr> <tr> <td>045-4500-56080 Assessment Fund, Non-Departmental, Other Professional Services</td> <td></td> <td>\$133,000.00</td> </tr> </tbody> </table>		FROM:	TO:	045-4500-56661 Assessment Fund, Non-Departmental, Software Purchases	\$133,000.00		045-4500-56080 Assessment Fund, Non-Departmental, Other Professional Services		\$133,000.00
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CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)									
ATTACHMENTS	Bid Abstract, Memorandum from Amber Reynolds, Assistant Director of IT/GIS, the pertinent pages of Request for Proposal No. 17-13 and the Quote from ESRI for the software package.									
REVIEW	<table border="1"> <tr> <td data-bbox="310 829 1235 892">Department Director: <i>Bill Neal</i></td> <td data-bbox="1235 829 1531 892">Date: <i>4-11-2013</i></td> </tr> <tr> <td data-bbox="310 892 1235 955">Finance (Budget Approval): <i>If applicable</i> <i>Alexander S. Ball</i></td> <td data-bbox="1235 892 1531 955">Date: <i>4-12-13</i></td> </tr> <tr> <td data-bbox="310 955 1235 1018">Division Manager: <i>[Signature]</i></td> <td data-bbox="1235 955 1531 1018">Date: <i>4/12/13</i></td> </tr> <tr> <td data-bbox="310 1018 1235 1077">County Counselor's Office:</td> <td data-bbox="1235 1018 1531 1077">Date:</td> </tr> </table>	Department Director: <i>Bill Neal</i>	Date: <i>4-11-2013</i>	Finance (Budget Approval): <i>If applicable</i> <i>Alexander S. Ball</i>	Date: <i>4-12-13</i>	Division Manager: <i>[Signature]</i>	Date: <i>4/12/13</i>	County Counselor's Office:	Date:	
Department Director: <i>Bill Neal</i>	Date: <i>4-11-2013</i>									
Finance (Budget Approval): <i>If applicable</i> <i>Alexander S. Ball</i>	Date: <i>4-12-13</i>									
Division Manager: <i>[Signature]</i>	Date: <i>4/12/13</i>									
County Counselor's Office:	Date:									

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

**Fiscal Note:
Jackson County, Missouri**

Funds sufficient for this transfer are available from the sources indicated below.

Date:	April 11, 2013	PC# _____	RES #	<u>18150</u>
<u>Department / Division</u>	<u>Character/Description</u>	<u>From</u>	<u>To</u>	
Assessment Fund - 045				
<u>4500 - Non-departmental</u>	<u>56661 - Software Purchases</u>	<u>133,000</u>		
	<u>56080 - Other Professional Services</u>			<u>133,000</u>

Fiscal Note:

This expenditure was included in the Annual Budget.

Date:	April 11, 2013	PC# _____	RES #	
<u>Department / Division</u>	<u>Character/Description</u>	<u>From</u>	<u>Not to Exceed</u>	
Assessment Fund - 045				
<u>4500 - Non-departmental</u>	<u>56661 - Software Purchases</u>			<u>13,500</u>
	<u>56080 - Other Professional Services</u>			<u>133,000</u>
				<u>146,500</u>

Deborah L Ball 4-11-13
Budgeting



Department of
INFORMATION TECHNOLOGY

(816) 881-3151

JACKSON COUNTY, MISSOURI

415 E. 12TH STREET, ROOM G-8
KANSAS CITY, MO 64106

MEMORANDUM

March 25, 2013

TO: Barbara Casamento, Purchasing Supervisor

FROM: Amber S. Reynolds, Assistant Director IT/GIS

RE: Recommendation for GIS Professional Services RFP 17-13

CC: Bill Noll, Director of IT

RFP 17-13 was issued seeking proposals from qualified GIS firms to perform GIS services for the following tasks:
1) data migration into the Environmental Systems Research Institute's (Esri) Parcel Fabric, 2) lot line data generation, and 3) Workflow Manager implementation, configuration and technical transfer.

The software, tools and workflow solutions currently in use to maintain the County's digital cadastral records no longer meet the needs of the County. The current architecture is based on antiquated technology and software, including software from companies that are no longer in business. Therefore the County will be migrating to the Esri Parcel Fabric and Workflow Manager solution. This solution adheres to industry best practices and best fits the County's needs to provide accurate and precise information to internal and external customers.

The GIS Department received three (3) proposals: Reltronics Technologies, Timmons Group, and Environmental Systems Research Institute (Esri).

After reviewing the proposals, it is recommended that the County award the bid to Timmons Group. Reltronics Technology was disqualified because they did not meet any of the three (3) minimum qualifications.

Proposed cost for these one-time services:

Timmons Group: \$133,000.00

Esri: \$172,350.00

The budget amount for this project, including services and software (not included in this RFP) is \$139,000 from 4500 – 045 – 56661. The GIS Department would like to negotiate with Timmons so that all services and software do not exceed this amount.

A copy of the evaluation worksheet is also included in this memo.

RFP 17-13 GIS Professional Services	Points Possible	Timmons				Esri			
		A. Reynolds	P. Shelton	J. Small	<i>Average</i>	A. Reynolds	P. Shelton	J. Small	<i>Average</i>
Responsiveness to terms and conditions of RFP	5	5	5	5	5	5	5	5	5
Detailed Response to Scope of Services	30	25	25	23	24	18	18	15	17
Experience, Qualifications and References	30	30	30	30	30	30	30	30	30
Pricing	35	30	28	28	29	25	27	23	25
TOTAL	100	90	88	86	88	78	80	73	77

9. Project Pricing – Sealed Section

Timmons Group proposes to provide the Scope of Services outlined in our proposal for the following Fixed Fee Cost:

Task Name	Cost
Project Management	Included
Kick-Off Meeting	Included
Task 1: Parcel Fabric Migration	\$74,275.00
Task 2: Lot Line Creation	\$44,375.00
Task 3: Workflow Manager Configuration and Training	\$14,350.00
Production Deployment	Included
Project Completion Documentation	Included
Professional GIS Services	\$133,000.00

Pricing is all inclusive and includes all estimate costs, including: travel and housing; administrative costs; consultation costs; installation and training costs and on-site services. Pricing includes all costs to provide services as described within this Request for Proposal.

Additional Hourly Rates:

Timmons Group has included additional hourly rates in the Cost Proposal should the County desire additional services above the current requested scope of services. This may include the desire for additional workflow configuration, training, or other needs.

Resource Type:	Cost
Project Manager /Senior Consultant	\$180 / hour
Senior GIS Analyst / Technical Lead	\$ 95 / hour
GIS Analyst	\$ 65 / hour
GIS Technician	\$ 50 / hour



Quotation # 20423581

Date: April 1, 2013

Customer # 268488 Contract #

COUNTY OF JACKSON
IT DEPT
415 E 12TH ST RM G8
JEFFERSON CITY, MO 65106

ATTENTION: Amber Reynolds
PHONE: (816) 881-1734
FAX: (816) 881-4582

ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.
380 New York St
Redlands, CA 92373-8100
Phone: (909) 793-2853 Fax: 1 (909) 307-3049
DUNS Number: 06-313-4175 CAGE Code: OAMS3

*To expedite your order, please attach a copy of this quotation to your purchase order.
Quote is valid from: 04/01/2013 To: 06/30/2013*

Material	Qty	Description	Unit Price	Total
111290	5	ArcGIS Workflow Manager for Desktop Concurrent Use License	2,250.00	11,250.00
99047	1	ArcGIS Data Reviewer for Desktop Concurrent Use License	2,250.00	2,250.00
			Item Total:	13,500.00
			Subtotal:	13,500.00
			Sales Tax:	0.00
			Estimated Shipping & Handling(2 Day Delivery) :	0.00
			Contract Pricing Adjust:	0.00
			Total:	\$13,500.00

* Please Indicate on your purchase order if this purchase is funded through the American Recovery and Reinvestment Act, and whether Esri is a Prime Recipient, Sub-recipient, or Vendor for reporting purposes.

For questions contact: Sandra Evich Email: sevich@esri.com Phone: (909) 793-2853 x1720

Acceptance of this quotation is limited to the Esri License Agreement and the Quotation Terms and Conditions
This Quotation is made in confidence for your review. It may not be disclosed to third parties, except as required by law.

If sending remittance, please address to: Esri, File No. 54630, Los Angeles, Ca 90074-4630