

## MATANUSKA-SUSITNA BOROUGH ACTION MEMORANDUM

AM No. 18-078

**SUBJECT:** Award of proposal 19-001P, Information Technology Consulting Services, to Resource Data Inc. in the contract amount not to exceed \$500,000.00 per fiscal year.

**AGENDA OF:** August 21, 2018

**ASSEMBLY ACTION:**

Approved under the consent  
Agenda 8-21-18 (BSP)

**MANAGER RECOMMENDATION:** Present to the assembly for consideration.

**APPROVED** <sup>for</sup> **BY** JOHN MOOSEY, BOROUGH MANAGER: *[Signature]*

Route To:	Department/Individual	Initials	Remarks
	Purchasing	<i>[Signature]</i>	For Russ Krefft
	IT Director	<i>[Signature]</i>	7-25-18
	Finance Director	<i>[Signature]</i>	7-25-18
	Borough Attorney	<i>[Signature]</i>	
	Borough Clerk	<i>[Signature]</i>	8/13/18 <i>[Signature]</i>

**ATTACHMENT(S):** Fiscal Note: Yes X No         
 Advertising (1 p)  
 Scoring (1 p)

**SUMMARY STATEMENT:** On June 13, 2018, the Matanuska-Susitna Borough issued solicitation 19-001P requesting proposals from qualified information technology firms to provide services for information technology projects including software and hardware installation, configuration, upgrade, development/programming and maintenance. As a result of the solicitation, three firms submitted proposals. An evaluation team of three Borough Information Technology professionals evaluated the proposals and determined Resource Data Inc. to be the most advantageous offer for the Matanuska-Susitna Borough.

Initial contract will expire on June 30, 2019 with two one-year renewal options.

The Information Technology department will be administering the contract.

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RECOMMENDATION OF ADMINISTRATION: Award of proposal 19-001P, In  
Information Technology Consulting Services, to Resource Data Inc.  
in the contract amount not to exceed \$500,000 per fispal year.

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**MATANUSKA-SUSITNA BOROUGH  
FISCAL NOTE**

Agenda Date: August 7, 2018

SUBJECT: Award of proposal 19-001P, Information Technology Consulting Services, to Resource Data Inc. in the contract amount not to exceed \$500,000.00 per fiscal year.

ORIGINATOR: Purchasing

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <u>YES</u> NO
AMOUNT REQUESTED <u>\$ 500,000 NTE</u>	FUNDING SOURCE <u>IT Operating</u>
FROM ACCOUNT # <u>100.115.XXX.XXX.XXX</u>	PROJECT #
TO ACCOUNT :	PROJECT #
VERIFIED BY: <u>Barbara Bauerngert</u>	CERTIFIED BY:
DATE: <u>7/25/18</u>	DATE:

EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous		<u>NTE 500</u>	<u>—————</u>	<u>—————</u>		
TOTAL OPERATING		<u>NTE 500</u>	<u>—————</u>	<u>—————</u>		

CAPITAL						
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REVENUE						
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FUNDING:

(Thousands of Dollars)

General Fund						
State/Federal Funds						
Other		<u>NTE 500</u>	<u>—————</u>	<u>—————</u>		
TOTAL		<u>NTE 500</u>	<u>—————</u>	<u>—————</u>		

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary) x Availability of funds will be determined from purchase orders

PREPARED BY: \_\_\_\_\_ PHONE: \_\_\_\_\_

DEPARTMENT: Chigeme Denell DATE: 7/25/18

APPROVED BY: \_\_\_\_\_ DATE: 7/25/18

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AM No.

**MATANUSKA-SUSITNA BOROUGH**  
**350 East Dahlia**  
**Palmer, Alaska 99645**

**A D V E R T I S E M E N T**

VENDOR		ACCOUNT #	DATE FOR ADVERTISEMENT
Alaska Daily News		MATA 0070	6/25/2018
Frontiersman		CONTRACT	6/27/2018
TYPE OF AD:	( ) Display	( X ) Classified	( ) Public Information

The material herein must be printed in its entirety on the dates shown above. Affidavit of publication is required prior to payment.

**MATANUSKA-SUSITNA BOROUGH**  
**#19-001P**  
**INFORMATION TECHNOLOGY CONSULTING SERVICES**

The Matanuska-Susitna Borough (MSB) is soliciting proposals from qualified firms to provide services for information technology projects including software and hardware installation, configuration, upgrade, development/programming, and maintenance.

Proposal documents are available online beginning **June 25, 2018**. This proposal is available for free at the MSB Purchasing Website: [www.matsugov.us/contractopportunities](http://www.matsugov.us/contractopportunities)

For additional info, contact MSB Purchasing at (907) 861-8601, or e-mail [purchasing@matsugov.us](mailto:purchasing@matsugov.us).

**Proposal closing: July 13, 2018 @ 4:00 PM in the Purchasing Section**

Proposals must be received in the Purchasing Division prior to the time fixed for closing of the RFP to be considered. Time of receipt will be determined by the time stamp in the Purchasing Division.

Persons needing accommodation in order to participate should contact the borough ADA coordinator at (907) 861-8404.

The Matanuska-Susitna Borough reserves the right to accept or reject any or all proposals, waive any and all technicalities or informalities it deems appropriate. Award of this project is subject to the availability of funding.

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DEPARTMENT ACCOUNT NO.: 100.180.183.422.00

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# 19-001P Information Technology Consulting Services

RATER #1

Criteria #	Criteria Description	Weight	Alaska IT Group		Applied Microsystems, Inc.		Resource Data, Inc.	
1	Registration	2	1.00	2.00	1.00	2.00	1.00	2.00
2	Geographic Location	5	0.00	0.00	0.00	0.00	1.00	5.00
3	Objectives and Services	22	0.80	17.60	0.50	11.00	0.70	15.40
4	Relevant Project Experience	20	0.70	14.00	0.30	6.00	0.80	16.00
5	Proposed Project Staff	18	0.70	12.60	0.50	9.00	0.80	14.40
6	Methods	17	0.80	13.60	0.30	5.10	0.80	13.60
7	Management	16	0.50	8.00	0.30	4.80	0.80	12.80
TOTALS				67.80		37.90		79.20

RATER #2

Criteria #	Criteria Description	Weight	Alaska IT Group		Applied Microsystems, Inc.		Resource Data, Inc.	
1	Registration	2	1.00	2.00	1.00	2.00	1.00	2.00
2	Geographic Location	5	0.00	0.00	0.00	0.00	1.00	5.00
3	Objectives and Services	22	0.80	17.60	0.50	11.00	0.70	15.40
4	Relevant Project Experience	20	0.80	16.00	0.50	10.00	1.00	20.00
5	Proposed Project Staff	18	0.70	12.60	0.50	9.00	0.80	14.40
6	Methods	17	0.70	11.90	0.50	8.50	0.80	13.60
7	Management	16	0.70	11.20	0.50	8.00	1.00	16.00
TOTALS				71.30		48.50		86.40

RATER #3

Criteria #	Criteria Description	Weight	Alaska IT Group		Applied Microsystems, Inc.		Resource Data, Inc.	
1	Registration	2	1.00	2.00	1.00	2.00	1.00	2.00
2	Geographic Location	5	0.00	0.00	0.00	0.00	1.00	5.00
3	Objectives and Services	22	1.00	22.00	0.30	6.60	1.00	22.00
4	Relevant Project Experience	20	0.80	16.00	0.30	6.00	1.00	20.00
5	Proposed Project Staff	18	0.80	14.40	0.30	5.40	1.00	18.00
6	Methods	17	1.00	17.00	0.70	11.90	1.00	17.00
7	Management	16	1.00	16.00	0.70	11.20	1.00	16.00
TOTALS				87.40		43.10		100.00

	Alaska IT Group	Applied Microsystems, Inc.	Resource Data, Inc.
TOTAL	226.50	129.50	265.60
AVERAGE	75.50	43.17	88.53
Final Score	75.50	43.17	88.53

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