

SUBJECT: Award of Proposal No. 20-004P, Information Technology Business Analyst Consulting Services for Govern to Resource Data, Inc., for the contract amount of \$120,000.00.

AGENDA OF: August 20, 2019

ASSEMBLY ACTION:

Adopted without objection

8-20-19

(BOM)

MANAGER RECOMMENDATION: Present to the assembly for consideration.

APPROVED BY JOHN MOOSEY BOROUGH MANAGER:

for
George H. Hays

Route To:	Department/Individual	Initials	Remarks
	Purchasing Officer	<i>OK</i>	
	Information Technology Director	<i>Dr</i> <i>Dr in EW</i>	
	Finance Director	<i>Bl acting</i>	
	Borough Attorney	<i>SA for N.S.</i>	
	Borough Clerk	<i>BOM for IM</i>	

ATTACHMENT (S): Fiscal Note: Yes X No
Analysis Sheet (1p)

SUMMARY STATEMENT: On June 24, 2019, the Matanuska-Susitna Borough Purchasing Division issued a solicitation requesting Proposals from qualified firms to provide Project Management and Business Analysis services for the Borough's Govern enterprise system. Govern is used to appraise, assess and tax property, collect property and other self-assessed taxes, and manage lands including permitting, platting, compliance and land management. Work will involve mapping business processes, identifying process improvements and assisting with the implementation of the Open Forms module when it is deployed.

In response to the advertisement, three proposals were received. A proposal evaluation team made up of Borough Information

Technology and Finance staff evaluated the proposals and selected Resource Data, Inc. as the most advantageous firm for the Borough.

The contract period of performance begins on August 22, 2019 and ends on June 30, 2020. The Information Technology Department, Operations Division will be administering the contract.

In accordance with MSB 3.08.170(B), Administration requests authority to modify the resulting contract completion date by 30 days for unforeseen circumstances.

RECOMMENDATION OF ADMINISTRATION: Award of **PROPOSAL NO. 20-004P, INFORMATION TECHNOLOGY BUSINESS ANALYST CONSULTING SERVICES FOR GOVERN** to **RESOURCE DATA, INC.** for the contract amount of **ONE HUNDRED TWENTY THOUSAND AND 00/100 DOLLARS (\$120,000.00)**.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: August 20, 2019

SUBJECT: Award of Proposal No. 20-004P, Information Technology Business Analyst Consulting Services for Govern to Resource Data, Inc., for the contract amount of \$120,000.00.

ORIGINATOR: Purchasing

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <u>(2)</u> YES NO
AMOUNT REQUESTED <u>120,000.00</u>	FUNDING SOURCE <u>Area-wide Budget Approp.</u>
FROM ACCOUNT # <u>480.000.000 429.900</u>	PROJECT # <u>20316</u>
TO ACCOUNT :	PROJECT #
VERIFIED BY: <u>[Signature]</u>	CERTIFIED BY:
DATE: <u>8-7-19</u>	DATE:

EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL	<u>120</u>					
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REVENUE						
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FUNDING:

(Thousands of Dollars)

General Fund	<u>120</u>					
State/Federal Funds						
Other						
TOTAL	<u>120</u>					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

APPROVED BY: Bruce Eubank acting DATE: 8/8/19

20-004P Information Technology Business Analyst Consulting Services For Govern

PEC AVERAGE	Criteria #	Criteria Description	Weight	Alaska IT Group		Meridian Management, Inc.		Resource Data, Inc.	
				R	W	R	W	R	W
	1.00	Objectives and Services	16	0.67	10.67	0.43	6.93	0.77	12.27
	2.00	Relevant Project Experience	16	0.83	13.33	0.43	6.93	0.83	13.33
	3.00	Proposed Project Staff	17	0.67	11.33	0.47	7.93	0.73	12.47
	4.00	Methods	12	0.60	7.20	0.63	7.60	0.73	8.80
	5.00	Management	12	0.67	8.00	0.50	6.00	0.73	8.80
	6.00	Cost	20	110.00	16.36	90.00	20.00	115.00	15.65
	7.00	Registration	2	1.00	2.00	1.00	2.00	1.00	2.00
	8.00	Geographic Location	5	0.00	0.00	0.00	0.00	0.00	0.00

	Alaska IT Group	Meridian Management, Inc.	Resource Data, Inc.
FINAL SCORE	68.90	57.40	73.32

AM 19-093