

BOARD OF SUPERVISORS AGENDA ITEM SUMMARY

Requested Board Meeting Date: 11/18/14

ITEM SUMMARY, JUSTIFICATION and/or SPECIAL CONSIDERATIONS:

Direct Select: Award of Contract, Requisition No. 15000000000000000083, TruePoint Solutions, LLC (Headquarters: Incline Village/NV), for Consultation Services for LPM System in the total contract amount of \$249,000.00. Contract term is for five-years. Funding Source: Capital Improvement Project Fund
Administering Department: Information Technology

Background

The *Direct Select* procurement for this award was conducted in accordance with Pima County Procurement Code 11.12.030 and Board of Supervisors Policy D29.6 (B). The basis for this procurement process is documented in the attached Memorandum.

Contract Officer: Ana Wilber, Procurement Department

Payment System: AMS Financial

CLERK OF BOARD USE ONLY: BOS MTG. _____

ITEM NO. _____

Cont # : MA-p0-15000000000000000083
Effective: 11/18/14
Term : 5 years
Cost : _____
Rev : _____
Tot : _____
NTE : \$249,000.
Timex : _____
Renewal: _____
Term : _____

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PIMA COUNTY
PROCUREMENT DEPARTMENT MEMORANDUM

Date: November 3, 2014
To: C. H. Huckelberry, County Administrator
From: L. G. Widugiris, Procurement Director *George*
Subject: Limited Competition approval for Professional Services for the Accela Permitting system.

Attached is a memo from Jesse Rodriguez dated October 20, 2014 requesting Limited Competition approval to contract with TruePoint Solutions, Inc. for staff and project augmentation for the Accela Permitting system. As these are professional services, this approval should fall under Board Policy D29.6, Direct Selection.

We do understand that TruePoint is a local certified Accela implementation partner and it appears that utilizing their services based upon the justification in the attached memo is justified.

If you concur, please approve and return. Thanks.

CH
C. Huckelberry
11/3/14



Date: October 20, 2014

To: George Widugiris
Procurement Director

From: Jesse Rodriguez
Chief Information Officer

Re: Limited Competition approval for Professional Services for the Accela Permitting system

Pima County Information Technology Department is requesting Limited Competition approval for professional services provided by TruePoint Solutions, Inc. that includes the following items and services:

- Accela Training – Configuration, Scripting, Reporting and Testing
- Configuration Services – Configuring new or enhancing current record Types
- Scripting Services – Automation & scripting services for new and existing Record Types
- Reporting Services – Developing new or enhancing reports & letters
- Integration Services – Developing new or enhancing current system integrations
- Analysis Services – Analyzing and documenting existing or To-Be business processes in relation to Accela permitting
- Testing Services – Develop test plans, test cases and perform unit, system and UAT testing
- Provide industry expertise and best practices on the Accela platform
- Consistent and accessible Accela system expertise that remains current with the changes and enhancements at Pima County

Pima County is in need of consistent and competent staff and project augmentation for the Accela Permitting system. Currently we have challenges that require professional services to aid the Pima staff in the timely completion of the LPM project (system testing). This current need and the projected growth of the Accela system after go-live require that we have the flexibility to bring in contracted professional services when needed in order to meet the demands of the business. Keeping sufficient trained and experience Accela professionals on staff will always be a challenge so we must have a business partner we can turn to quickly when we are in need of training or additional resources to meet project or support demands.

Accela Inc, that we are currently contracted with for the implementation of LPM has a business model that is focused on large initial deployments and does not “stay with” the changes to the system after go-live nor are they able to provide timely assistance with small to medium sized projects. Accela has no local presence and contracts with business partners like TruePoint Solutions to do any type of smaller projects after initial implementation. In the case of our immediate needs for system testing, using Accela resources would represent a conflict of interest as we would be asking them to test their own deliverables.

TruePoint Solutions, Inc. is a local certified Accela implementation partner that is used by many cities, states and counties around the country. TruePoint Solutions has been the provider of advanced technical training to Pima IT staff and has intimate knowledge of our implementation and our technical staff. They have provided not only Accela expertise, but excellent customer service and have responded quickly to Pima County's needs.

George Widugiris, Procurement Director

Re: Limited Competition approval for Professional Services for the Accela Permitting system

October 20, 2014

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It is imperative with mission critical, revenue generating enterprise system like Accela that we partner with industry experts that are able to focus on our needs and help us achieve our goals. TruePoint Solutions, Inc. is the only Accela implementation partner that is local giving them both the agility and the expertise to meet our needs in a timely and cost effective manner.

NOTE: Pima County currently has a Contract in place for TruePoint Solutions, Inc. to provide advanced and supplemental Accela training.

Therefore, PCITD recommends TruePoint Solutions, Inc. pursuant to procurement code 11.12.060. I recommend approval of this limited competition procurement.

Contractor:	TruePoint Solutions, Inc.
Term:	November 2014 through October 2015 with 4 renewals
Total Contract Amount:	\$250,000

Approved:

G, Widugiris, Procurement Director

Date