

BOARD MEETING DATE: April 2, 2021

AGENDA NO. 7

PROPOSAL: Transfer and Appropriate Funds and Execute Contracts for Short and Long-Term Systems Development, Maintenance and Support Services

SYNOPSIS: On November 6, 2020, the Board approved the release of an RFP to obtain short- and long-term systems development, maintenance and support services. This action is to transfer and appropriate funds and execute new contracts to obtain these services on a task order basis. Executing contracts with multiple bidders provides a pool of well-qualified professionals who have demonstrated their understanding of and expertise in meeting agency needs and enables South Coast AQMD to obtain cost-effective and technically responsive support.

COMMITTEE: Administrative, March 12, 2021; Recommended for Approval

RECOMMENDED ACTIONS:

1. Transfer \$220,900 from Information Management's FY 2020-21 Budget, Services and Supplies Major Object, Professional and Special Services account to Information Management's FY 2020-21 Capital Outlay Major Object, Capital Outlay account;
2. Authorize the Chairman to execute a contract for systems development and support services with AgreeYa Solutions, Inc., in the amount of \$95,500 from Information Management's FY 2020-21 Budget;
3. Authorize the Chairman to execute a contract for systems development and support services with Prelude Systems, in the amount of \$93,000 from Information Management's FY 2020-21 Budget;
4. Authorize the Chairman to execute a contract for systems development and support services with Sierra Cybernetics, Inc., in the amount of \$204,400 from Information Management's FY 2020-21 Budget; and
5. Authorize the Chairman to execute a contract for systems development and support services with Varsun e-Technologies Group, Inc., in the amount of \$425,900 from Information Management's FY 2020-21 Budget.

Wayne Nastri
Executive Officer

Background

On November 6, 2020, South Coast AQMD released RFP #P2021-05 for Systems Development, Maintenance and Support Services to solicit bids from consultants capable of providing a full range of high-quality systems development, maintenance, and support services; enterprise resource planning; customer relationship management; and content management system services. The requested services include both routine maintenance of functional systems, as well as enhancements to existing systems and new system development. Additional development efforts are needed to enhance system functionality and to provide additional automation for improving productivity. At the same time, Information Management is developing and/or acquiring systems capable of efficiently implementing new and evolving rules and programs.

A task order contract for a term of one year will be used, with the option to extend the term for two (2) one-year periods. Due to the indefinite nature of the work, the final contract amount cannot be determined at this time. As is the case with this action, funding for each contract will be added upon approval of a task order.

Outreach

In accordance with South Coast AQMD's Procurement Policy and Procedure, a public notice advertising the RFP/RFQ and inviting bids was published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County's Press Enterprise newspapers to leverage the most cost-effective method of outreach to the South Coast Basin.

Additionally, potential bidders may have been notified utilizing South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFP/RFQ has been emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations, and placed on South Coast AQMD's website (<http://www.aqmd.gov>).

Evaluation

Twelve vendors attended the mandatory Bidder's Conference via Zoom on December 3, 2020. Five bids were received in response to the RFP when final bidding closed at 1:00 p.m. on January 5, 2021. Of the five bids, one was from a woman-owned business enterprise, four were from certified small businesses, three were verified local businesses, and three were from a certified minority-owned business enterprise.

Of the five responding bids, four were rated technically qualified to perform the work identified in the RFP; one did not achieve the minimum points required to meet the technical criteria. Attachment A reflects the evaluation of the four qualified proposals and their respective scores.

Panel Composition

The eight-member evaluation panel consisted of: an IT Manager from the Ventura County Air Pollution Control District, and seven South Coast AQMD staff members: two Assistant Deputy Executive Officers, one Planning and Rules Manager, two IT Managers, and two Systems and Programming Supervisors. Of the eight panelists, four are Asian, four are Caucasian; two are female and six are male.

Proposal

Staff proposes to transfer \$220,900 from Information Management's FY 2020-21 Budget, Services and Supplies Major Object, Professional and Special Services account to Information Management's FY 2020-21 Capital Outlay Major Object, Capital Outlay account and execute contracts in the amount of \$95,500 with AgreeYa Solutions, \$93,000 with Prelude Systems, \$204,400 with Sierra Cybernetics and \$425,900 with Varsun eTechnologies for the specific task orders listed in Attachment B.

Resource Impacts

Upon Board approval, sufficient funding will be available in Information Management's FY 2020-2021 Budget.

Attachments

Attachment A – RFP Evaluation Summary

Attachment B – Task Order Summary

ATTACHMENT A

RFP Evaluation Summary

Summary of Evaluation of Qualified Respondents to RFP #P2021-05 Vendor	Technical Score	Cost Score	Additional Points	Total Score
AgreeYa Solutions	65	25	10	100
Prelude Systems	59	19		78
Sierra Cybernetics, Inc.	63	30	17	110
Varsun eTechnologies	62	20	17	99

ATTACHMENT B

Task Order Summary

TASK	DESCRIPTION	ESTIMATE	AWARD TO
Mobile Application Enhancement	Enhancements for both iOS and Android version of the Mobile App including filing of complaints and integration with FIND	\$95,500	AgreeYa
Source Tests Tracking System Maintenance	Maintenance of automated system to facilitate the submittal, tracking, routing and management of source test submissions	\$17,600	Prelude
eMovers System Maintenance	Maintenance of online submittal system for Rule 2202 form submittals	\$30,000	Prelude
Web Application/Web Services Maintenance	To provide maintenance and development work for suite of web applications and web services	\$45,400	Prelude
CLASS/PeopleSoft System Enhancements	Technology upgrades and system enhancements for CLASS and payroll time reporting system	\$45,200	Sierra
Web Application/Web Services Maintenance	To provide maintenance and development work for suite of web applications and web services	\$95,200	Sierra
Website & IT Specialist Support	To provide support for website content development, publishing and other required IT support	\$64,000	Sierra
Prop 1B GMS	To develop a web-based application and Grant Management System (GMS) for Prop 1B grants	\$75,200	Varsun
School Bus GMS	To develop a web-based application and Grant Management System (GMS) for Low Emission School Bus	\$50,200	Varsun
PeopleSoft System Enhancements	Enhance PeopleSoft Finance and Payroll System for changes resulting from labor agreements and regulatory changes, etc.	\$25,000	Varsun
Legal Office System Maintenance	To provide maintenance and development work for Legal Office System	\$30,000	Varsun
Cloud Platform for Air Quality Data Phase II	Incorporate additional data streams into the framework developed in Phase I	\$200,000	Varsun
Web Application/Web Services Maintenance	To provide maintenance and development work for suite of web applications and web services	\$45,500	Varsun
TOTAL		\$818,800	