



REPORT TO COUNCIL

City of Sacramento

915 I Street, Sacramento, CA 95814-2604
www.CityofSacramento.org

Consent
June 9, 2009

**Honorable Mayor and
 Members of the City Council**

Title: Agreement: Information Technology Consulting Services

Location/Council District: Citywide

Recommendation: Adopt a **Resolution** authorizing the City Manager or designee to execute a professional services agreement with J A Frasca and Associates for on-call consulting services to design, develop, and implement Crystal and nVision reports for the City's electronic Accounting and Personnel System (eCAPS) for an annual amount not to exceed \$85,000, with an option to extend the agreement for four additional one year terms.

Contact: Steve Sneed, Interim IT Manager, 808-7987
 Ignacio Estevez, Program Manager, 808-7349

Presenters: Not applicable

Department: Information Technology

Division: Administration

Organization No: 07001011

Description/Analysis

Issue: The City of Sacramento needs production support for the design, development and implementation of Crystal and nVision Reports and Queries to be used within the context of the City's electronic Citywide Accounting and Personnel System (eCAPS) to maximize the functionality of the eCAPS software and reduce the amount of time spent analyzing and gathering information to allow departments to make informed project, operating budget and management decisions.

On March 26, 2009, City staff released a Request for Qualifications (RFQ) Q091312006, for consulting services on as-needed basis for development of PeopleSoft Crystal and NVision Reports. Nine submittals were received from: A.

Arthur Patrick Inc., CherryRoad Technologies, Comcentric IT Solutions, Infinite Solutions, J A Frasca and Associates, Maximus, SolEC Enterprise Solutions, Varsun eTechnologies, and Vignasoft IT Inc. The City evaluation team, comprised of representatives from the Departments of Information Technology, Parks and Recreation, and Transportation, selected three vendors - A. Arthur Patric Inc., J A Frasca and Associates, and Vignasoft IT Inc. - to participate in a demonstration of their skills. J A Frasca was selected due to their knowledge and expertise of Query/Crystal Report writing in a PeopleSoft environment and their familiarity with the City's organization, staff and eCAPS system. In addition, they offered a competitive rate and qualified candidate.

Policy Considerations: This recommendation is in accordance with the FY-2009/10 Proposed Budget Document's Strategic Planning Process. In particular, this recommendation is consistent with the Sustainable Budget Concept that includes the following areas:

- Continuous evaluation for efficiencies and effectiveness
- Identify return on investment and impacts; fiscal and social benefits

Environmental Considerations: The report concerns administrative activities that will not have a significant effect on the environment, and does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) [CEQA Guidelines Sections 15061(b)(3);15378(b)(2)].

Rationale for Recommendation: The design, development, and implementation of Crystal and nVision Reports and Queries will allow City staff to maximize the functionality of the eCAPS software and reduce the amount of time spent analyzing and gathering information to allow departments to make informed project, operating budget and management decisions.

Financial Considerations: No additional funding is requested. The Information Technology Department will manage the overall agreement which would include encumbering funds and charging departments back for requested services.

Emerging Small Business Development (ESBD): J A Frasca is a City certified E/SBE firm.

Respectfully Submitted by: Ignacio Estevez, Program Manager

Approved by: 
Cassandra Jennings
Assistant City Manager / Interim CIO

Recommendation Approved:

Cassandra H. B. Jones
for Ray Kerridge
City Manager

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Attachment 1

RESOLUTION NO.

Adopted by the Sacramento City Council

AGREEMENT FOR INFORMATION TECHNOLOGY CONSULTING SERVICES FOR PEOPLESOFT CRYSTAL AND NVISION REPORTS

BACKGROUND

- A. On March 26, 2009 City issued a Request for Qualifications (RFQ) for on-call consulting services to design, develop and implement PeopleSoft Crystal and nVision Reports to allow City staff to maximize the functionality of the eCAPS software and reduce the amount of time spent analyzing and gathering information to allow departments to make informed project, operating budget management, and management decisions.
- B. The City received responses from nine vendors. The City's evaluation team comprised of representatives from several departments followed a three step evaluation process to determine the most qualified candidate. The first level of evaluation was to review the proposals to determine if they met the minimum qualifications of the RFQ. The second level was a review and scoring of the qualified proposals based on specific criteria and scoring metrics. The three highest proposals that passed level the 2 evaluation were invited to give a presentation based on the outline specified in the RFQ. These presentations were scored as well and a technical test was given by the IT Department to determine competency of the subject matter. Based on the level 3 evaluation results and scoring, JA Frasca and Associates had the highest score.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

- Section 1. The City Manager or designee is hereby authorized to execute a professional services agreement with J A Frasca and Associates for on-call consulting services to design, develop and implement PeopleSoft Crystal and nVision Reports for the City's electronic Accounting and Personnel System (eCAPS) for an annual amount not to exceed \$85,000.
- Section 2. The agreement provides for an initial term of one year, with the option to extend for additional one year terms, up to a total agreement term of five years (including the initial term and all extensions). The City Manager or designee may authorize such extension(s) for the annual not to exceed amount specified above, provided that sufficient funds are available in the budget adopted for the applicable Fiscal Year(s).

