



REPORT TO COUNCIL City of Sacramento

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

CONSENT
February 14, 2006

Honorable Mayor and
Members of the City Council

Subject: Agreement: Key Data Services

Location/Council District: Citywide

Recommendation:

Adopt a Resolution accepting the bid and authorizing the City Manager to execute a Nonprofessional Services Agreement for three (3) years, with provisions to extend for an additional two (2) years, with Technical Data Systems, Inc. (TDS) in an annual amount of \$238,099.50 and a total agreement amount of \$714,298.50 to purchase key data entry services.

Contact: Jerry Carlson, Information Technology Supervisor, 808-5451
Karl Rosander, Information Technology Manager, 808-8262

Presenters: N/A

Department: Information Technology

Division: Technical Support Services

Organization No: 1337

Summary:

Adopt a Resolution accepting the bid and authorizing the City Manager to execute a Nonprofessional Services Agreement for three (3) years, with provisions to extend for two (2) additional years, with TDS in an annual amount of \$238,099.50 and a total amount of \$714,298.50 to purchase key data entry services to support 7 computer legacy applications used by the City.

Committee/Commission Action: None.

Background Information:

In January 2001 the City awarded the bid for key data entry services to TDS. This City Bid (Contract) No. 1835 with TDS was for key data entry of records for 10 computer legacy applications that run on the City's mainframe. The major jobs for which the key data entry services are used include Employee Timesheets (Payroll), Traffic Accident Reporting, and Business Tax Receipts. The current agreement with TDS was for an original two (2) year period and was extend for an additional three (3) years, for a total agreement period of five (5) years with TDS which will expire at the end of February 2006.

On January 4, 2006, City staff released an Invitation for Bid (IFB) for key data entry services to support seven (7) computer legacy applications used by the City. Nearly 23 firms downloaded the IFB from the City's web site, and one (1) firm submitted a bid. The bid was reviewed and evaluated by Information Technology Department Staff and concluded that the bid from TDS will meet the City's needs in providing key data entry services.

The agreement period with TDS is for three (3) years, with provisions to extend the agreement for an additional two (2) years upon mutual agreement between the City and TDS. The bid amount is \$238,099.50 per year, and a total agreement amount of \$714,298.50 for a three year period.

This Nonprofessional Services Agreement will be funded from Information Technology Department.

Financial Considerations:

No additional funding is required. Funding is provided in Information Technology Department, Technical Support Services Division Budget (101-130-1337).

Environmental Considerations:

Ongoing administrative and maintenance activities, such as purchases of supplies, equipment or materials which are not made for purposes of a public works construction project, do not constitute a "project" and are exempt from the California Environmental Quality Act (CEQA), CEQA Guidelines, Sections 15061 (b)(1), 15378 (b)(3).

Policy Considerations:

This recommendation is in conformance with the goals, objectives, initiatives and operating principles of the City's Information Technology Strategic Plan. In particular, this recommendation is in accordance with Goal #2, which is, "City employees are provided with the highest quality information technology customer service and support."

This report's recommendation is consistent with City's Strategic Plan Goals of enhancing and preserving the neighborhoods and supporting the economic vitality of the area. The fiber optic project also supports the Information Technology Strategic Plan, Goal # 1: City information technology systems and applications are supported by a secure, reliable, flexible and scalable technical infrastructure.

Emerging Small Business Development (ESBD):

Outreach notification of this bid opportunity went to 31 City certified ESBD firms. TDS is a City certified E/SBE firm.

Respectfully Submitted by: Karl Rosander, IT Manager

Approved by: 
Stephen R. Ferguson
Chief Information Officer

Recommendation Approved:

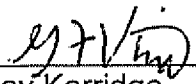

for Ray Kerridge
Interim City Manager

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RESOLUTION NO.

Adopted by the Sacramento City Council

ACCEPTING THE BID AND AUTHORIZING THE CITY MANAGER TO EXECUTE A NONPROFESSIONAL SERVICES AGREEMENT WITH TECHNICAL DATA SYSTEMS, INC., FOR AN ANNUAL AMOUNT NOT TO EXCEED \$238,099.50 AND A TOTAL AGREEMENT AMOUNT OF \$714,298.50

BACKGROUND

- A. In January 2001 the City awarded the bid for key data entry services to TDS. This City Bid (Contract) No. 1835 with TDS was for key data entry of records for 10 computer legacy applications that run on the City's mainframe. The major jobs for which the key data entry services are used include Employee Timesheets (Payroll), Traffic Accident Reporting, and Business Tax Receipts. The current agreement with TDS was for an original two (2) year period and was extend for an additional three (3) years, for a total agreement period of five (5) years with TDS which will expire at the end of February 2006.
- B. On January 4, 2006, City staff released an Invitation for Bid (IFB) for key data entry services to support seven (7) computer legacy applications used by the City. Nearly 23 firms downloaded the IFB from the City's web site, and one (1) firm submitted a bid. The bid was reviewed and evaluated by Information Technology Department Staff and concluded that the bid from TDS will meet the City's needs in providing key data entry services.
- C. The agreement period with TDS is for three (3) years, with provisions to extend the agreement for an additional two (2) years upon mutual agreement between the City and TDS. The bid amount is \$238,099.50 per year, and a total agreement amount of \$714,298.50 for a three year period.
- D. This Nonprofessional Services Agreement will be funded from Information Technology Department.

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

- Section 1. The bid is accepted and the City Manager is authorized to execute a Nonprofessional Services Agreement with Technical Data Systems, Inc., for three (3) years, with provisions to extend for an additional two (2) years for an annual amount not to exceed \$238,099.50 and a total agreement amount of \$714,298.50.

