

# Committee Report

Management Committee



Committee Meeting Date: August 14, 2024

For the Metropolitan Council: August 28, 2024

## Business Item: 2024-211

Information Technology Professional Services Staff Augmentation, Master Contracts 22P172A - EE

### Proposed Action

That the Council authorize its Information Services (“IS”) Division to allocate \$7,419,512 in unused funds from Business Item 2023-255 as necessary for executed contracts 22P172A-EE for informational technology professional services staff augmentation.

### Summary of Management Committee Discussion/Questions

Chief Information Officer (CIO) Gretchen White of the Information Services (IS) Department took the lead on presenting the item. She was joined by Procurement Director Jody Jacoby. CIO White provided a brief overview of the staff augmentation program and reported that over 40% of the spend to date has been with MCUB vendors.

Chair Johnson provided positive feedback regarding the program. Committee members had no follow-up questions.

Moved by Cederberg, seconded by Lilligren, motion carried.



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<b>District(s), Member(s):</b>	All
<b>Policy/Legal Reference:</b>	FM 14-2, Expenditures for the Procurement of Goods, Services, and Real Estate Policy
<b>Staff Prepared/Presented:</b>	Gretchen White, Chief Information Officer, 651-602-1443
<b>Division/Department:</b>	Regional Administration/Information Services

### Proposed Action

That the Council authorize its Information Services (“IS”) Division to allocate \$7,419,512 in unused funds from Business Item 2023-255 as necessary for executed contracts 22P172A-EE for informational technology professional services staff augmentation.

### Background

A Request for Proposals was issued on October 31, 2022. A pre-proposal meeting was hosted by Council staff that outlined the solicitation requirements, discussed project specifications and responded to plan holder inquiries. There were 188 registered plan holders and 125 of plan holders identified as minority, woman, veteran, small or disadvantaged business enterprises. The Council received 111 proposals on December 21, 2022, to be evaluated for the consideration of award and used the quality of the proposal, qualifications/experience of the proposer, service delivery plan, key personnel, qualifications/experience of the sub-consultants(s), and pricing/costs, as the criteria for evaluation. The evaluation panel reached consensus that the proposals submitted by the referenced list of organizations are the most advantageous to the Council and recommend for award.

On November 8, 2023, Business Item 2023-255 was authorized by the Council to approve 31 contracts 22P172A-EE, for a five-year term for a cumulative not to exceed amount of \$35,000,000 to provide information technology professional services staff augmentation. However, not all of the \$35,000,000 was allocated to specific contracts. For the 31 contracts identified in Business Item 2023-255, only \$27,580,488 was allocated by the Council leaving \$7,419,512 in unallocated dollars. IS is now requesting to utilize the remaining unallocated funding against the other contracts listed in Business Item 2023-255 to meet Council information technology professional services staff augmentation operational requirements.

Lastly, of the 31 contracts that were identified in Business Item 2023-255, there are currently three of those contracts that have not been executed. If any of those contracts are unable to be executed, or if any contract is terminated early, IS is requesting to utilize the funds allocated for those contracts against the rest of the contracts listed in Business Item 2023-255.

Please note, the approved Council Minutes from November 8, 2023, included an erroneous contract line with RK Consultancy Services, Inc., Contract No. 22P172AA, which is not one of the 31 contracts. The amount for that line of \$741,928.00 is deleted and not included in the requested

\$7,419,512. However, RK Consultancy Services, Inc. does have a contract with 22P217BB.

### **Rationale**

The execution of professional service contracts exceeding \$500,000 require Council approval.

### **Thrive Lens Analysis**

This contract will further advance the Thrive outcomes of Stewardship and Sustainability by ensuring reliability, resilience, security, and cost-effectiveness which is critical to the Council's daily efficient operation.

### **Funding**

Funding is available and included in the Information Services operating budget using local funds.

### **Small Business Inclusion**

The Office of Equity and Equal Opportunity (OEEO) did not establish a goal for this project. OEEO, along with IS and Procurement worked together to take a new and innovative approach to this contract. IS has committed to an overall MCUB Achievement of 25% on the total value of the master contracts. OEEO will meet regularly with IS to monitor the MCUB achievement and to ensure that the overall goal is met.

