
PROFESSIONAL SERVICES AGREEMENT WITH SCIENTIA CONSULTING GROUP FOR INFORMATION TECHNOLOGY SERVICES

CITY COUNCIL MEETING

MAY 7, 2019





Background

- **Since January 2000, City has contracted with BreaIT for IT services**
- **Services currently include:**
 - **26 hours per week of on-site IT support (\$143,900)**
 - **30 hours of emergency call-out (\$3,500)**
- **Total IT contract: \$147,400 for FY 18-19**



Background

- **March 2019: Request for Proposals (RFP) for IT services**
- **Six firms submitted proposals**
- **Staff reviewed and rated proposals; extended interview to top four firms:**



Background

IT Service Firms	BIDS		
	YEAR 1	YEAR 2	YEAR 3
Scientia Consulting Group*	\$94,718	\$86,400	\$88,344
Acorn Technology Services *	\$144,000	\$122,580	\$116,100
Interwest Consulting Group	\$140,000	\$140,000	\$140,000
BreaIT	\$158,184	\$162,930	\$167,817

* Year 1 for Scientia and Acorn includes cost for engagement/transition fee of \$10,214 and \$15,000, respectively

**Years 2 & 3 of BreaIT proposal includes 3.0% annual increase that is negotiable annually



Summary

- **Proposed Contract with Scientia:**
 - **3 years with two one-year options to extend**
 - **26 hours per week of on-site IT support (\$84,504)**
- **30 emergency call-out hours (\$1,875)**
- **Project-based costs (\$20,000)**
- **One-time engagement and transition fee (\$10,214)**
 - **June Transition covered by budget savings**
- **YEAR ONE TOTAL: \$116,593**



Summary

SCIENTIA CONSULTING GROUP	YEAR 1 (FY 19-20)	YEAR 2 (FY 20-21)	YEAR 3 (FY 21-22)
Annual Contract (26 hours/week)	\$84,504	\$86,400	\$88,344
Emergency call-out (30 hours annually)	\$1,875	\$1,917	\$1,960
Project-based costs	\$20,000	\$10,000	\$10,000
One-time engagement and transition fee	\$10,214	\$0	\$0
TOTAL	\$116,593	\$98,317	\$100,304



Fiscal Impact

- **Year 1 costs (\$116,593) will be incorporated into the Proposed FY 2019-20 budget. Funding for Years 2 and 3 will be incorporated into future budgets.**



Recommendation

- **It is recommended that the City Council approve and authorize the Mayor to execute a three-year professional services agreement with Scientia Consulting Group for Information Technology Services for the period July 1, 2019, through June 30, 2022.**



Questions/Discussion
