

AGENDA

MEETING OF THE MAYOR AND ALDERMEN

MARCH 11, 2010

1. Approval of the minutes of the City Council meeting of February 25, 2010.
2. Approval of the summary minutes of the City Council workshop/City Manager's briefing of February 25, 2010.
3. Approval of an affidavit and resolution for the executive session held for the purpose of discussing litigation on February 25, 2010.
4. An appearance by Rob Gibson, Executive and Artistic Director of the Savannah Music Festival, concerning the 2010 Festival.
5. An appearance by Pamela Oglesby and Brenda Roberts to recognize March as "Women's History Month" and to present a book.
6. An appearance by Rose Smith, BRAVO (Black Youth Reaching to Achieve in Vocal and Orchestral Music), Inc. Board Member and Music Director, and Johyne Gillans, President, and some of the students to showcase the success of the program.
 - 6.1. An appearance by Dianne S. Thurman, Chairperson of the Johnny Mercer Centennial Committee/Mayor Johnson's Steering Committee, and others to request "You're in Savannah" be named Savannah's Official Johnny Mercer Song in honor of the Johnny Mercer Centennial.
 - 6.2. An appearance by Carolyn Trimble, President of the Savannah Alumnae Chapter of the Delta Sigma Theta Sorority, and Philip "Tony" Cooper, Chairman of the Savannah Development and Renewal Authority, to request a partnership concerning Rockwell Park on Victory Drive between Montgomery Street and Martin Luther King, Jr. Boulevard.
7. Recognition of City employees who were instrumental in President Obama's visit to Savannah on March 2, 2010.
8. An appearance by members of the St. Patrick's Day Parade Committee to request a permit for the annual St. Patrick's Day Parade on Wednesday, March 17, 2010.

ORDINANCES

First and Second Readings

9. Rezone 19 W. 32nd Street (Z-091120-37360-2). An ordinance to rezone 19 W. 32nd Street from TN-2 (Traditional Neighborhood) and TC-1(Traditional Commercial) to CIV (Civic and Institutional). Recommend approval.

RESOLUTIONS

10. Quit Claim Deed - Fresh Fire from Heaven Christian Church Ministries, Inc. A resolution to authorize granting a quit claim deed for an unopened lane to Fresh Fire from Heaven Christian Church Ministries, Inc. On January 14, 2010, Council approved Petition 12514 in which Henry Gibbs III, on behalf of Fresh Fire from Heaven Christian Church Ministries, Inc., requested that the City quit claim a portion of Bull Street Lane adjacent to the church at 3704 Bull Street, PIN 2-0094-12-009. The church owns the property on both sides of the unopened lane which runs between 54th Street and 54th Street Lane behind the church building and plans to utilize the lane for a playground area associated with a proposed day care center. (See attached aerial photo.) Recommend approval.

BIDS, CONTRACTS AND AGREEMENTS

11. Enterprise Resource Planning Software – RFP No. 08.200. Recommend approval to procure Enterprise Resource Planning (ERP) Software and implementation services from Lawson Software, Inc. and MHC Software in the amount of \$3,307,433.00. The software will replace the City's general ledger, accounts payables, human resources, purchasing, budgeting and inventory system software which was installed in 1992 and is now obsolete and no longer able to be updated.

The Lawson system will provide greater efficiency by eliminating many of the City's manual and stand alone systems, as well as allowing City staff to take advantage of new technology. Major advantages of the Lawson system include employee and vendor self service, the ability to import and export from Excel spreadsheets and the ability to scan images such as invoices, contracts and employee records into the software. The contract amount includes \$40,970.00 for forms printing software from MHC Software with implementation services from Lawson.

A request for proposals (RFP) was issued in October 2008 and seven responses were received. The selection committee reviewed all of the proposals on the basis of functionality, cost, public sector experience, compatibility, acceptance of the City's terms and responsiveness to the RFP. Three vendors – Lawson, Agresso and SunGard – were selected for further evaluation and software demonstrations.

Agresso was subsequently eliminated due to their lack of United States public sector clients and the limited functionality of their software in the human resources, budgeting and purchasing areas. A major consideration in selecting Lawson was that SunGard proposed far less implementation service hours than Lawson. SunGard proposed only 6,286 consulting hours compared to Lawson's proposed 9,196 hours of consulting services. The implementation services are critical to the success of the project

The proposers and their initial scores were:

B.P. ^(D) Lawson Software, Inc.	\$ 3,307,433.00
Agresso	\$ 1,819,163.00
SunGuard	\$ 2,172,387.00
Tribridge	\$ 3,542,857.00
Tyler Technologies	\$ 3,966,804.00
Oracle	\$ 8,721,304.00
AT & T	\$ 9,461,591.00

Factor Proposer	Functional Fit to City Requirements	Cost of System Implementation & Maintenance	Public Sector Experience	Compatibility with/City's Technical Requirements	Acceptance of City Terms & Conditions	Quality, Clarity & Responsiveness to the RFP	Total
Lawson	50.51	13.48	8.19	8.65	4.10	4.55	89.47
SunGuard	48.41	17.26	6.37	8.65	4.10	4.10	88.88
Agresso	47.82	18.10	4.55	7.74	4.55	3.64	86.40
Tyler	46.68	13.01	9.10	9.10	4.10	2.28	84.27
Oracle	45.23	1.75	7.74	9.10	1.68	3.41	68.91
Tridbridge	42.13	14.02	.046	6.83	0	0.50	63.93
AT & T	31.40	0	0	4.55	1.37	0.46	37.77

Funds are available in the 2010 Budget. A Pre-Proposal Conference was conducted and 21 consultants attended. ^(D)Indicates non-local non-minority owned business. (See attached memo.) Recommend approval.

12. Hardware and Operating Software for ERP System – Bid No. 09.063 – Requisition No. 10192577. Recommend approval to procure hardware and software from Technology Integration Group (TIG) in the amount of \$262,802.00. The servers and related storage equipment, and operating and backup software will support the Lawson Enterprise Resource Planning (ERP) system. Pricing on this request is based on the contract awarded to TIG by Council for computer hardware on April 23, 2009.

Delivery: 30 Days. Terms: Net-30 Days. The bidder was:

B.P.^(C) Technology Integration Group (TIG) \$ 262,802.00

Funds are available in the 2010 Budget, Account No. 612-9240-51321. A Pre-Bid Conference was not. ^(C)Indicates non-local minority owned business. Recommend approval.

13. Juniper VPN Appliance for SCADA System – Requisition No. 10194073. Recommend approval to procure a Juniper VPN appliance and a unified access control appliance from Layer 3 Communications in the amount of \$25,284.68. The cost includes installation, configuration, training and maintenance services. The equipment will allow supervisory staff to securely access the current conditions of water, sewer, and stormwater facilities on the City's Supervisory Control and Data Acquisition (SCADA) system at any time and from any location via the internet. This capability will enhance response times and decision making during after hour events such as storms.

This is an additional purchase under the terms of Bid No. 07.017A.

Delivery: 30 Days. Terms: Net- 30 Days. The bidder was:

B.P.^(D) Layer 3 Communications \$ 25,284.68

Funds are available in the 2010 Budget, Account No. 311-9207-52842. A Pre-Bid Conference was not conducted as this is a sole source purchase. ^(D)Indicates non-local non-minority owned business. Recommend approval.

14. Radio System Upgrade for Savannah-Chatham Metropolitan Police Robot – One Time Purchase – Quotation No. 10.015. Recommend approval to procure a radio system upgrade for the Savannah-Chatham Metropolitan Police bomb disposal robot from Lithos Robotics Corp. in the amount of \$36,709.83.

Although several solicitations were made, only one bid was received due to the special nature of the equipment.

The bid was received February 24, 2010. This bid has been advertised, opened and reviewed. Delivery: 60 Days. Terms: Net-30 Days. The bidder was:

L.B.^(D) Lithos Robotics Corp. \$ 36,709.83

Funds are available in the 2010 Budget, Account No. 212-3114-51250. A Pre-Bid Conference was not conducted. ^(D)Indicates non-local non-minority owned business. Recommend approval.

15. Bedding Plants – Annual Contract Renewal – Bid No. 10.060. Recommend renewing an annual contract to procure various bedding plants from Oelschig's Nursery, Inc. in the estimated amount of \$30,000.00. The bedding plants are needed by Park and Tree for planting in parks and right-of-ways.

Bids were originally received February 17, 2009. This bid has been advertised, opened and reviewed. Delivery: As Needed. Terms: Net-30 Days. The bidder was:

L.B.^(B) Oelschig's Nursery, Inc. \$ 30,000.00

Funds are available in the 2010 Budget, Account No. 101-6122-51320. A Pre-Bid Conference was not conducted as this is an annual contract renewal. ^(B)Indicates local non-minority owned business. Recommend approval.

16. Mowing for Leisure Services – Annual Contract Renewal – Bid No. 10.062. Recommend renewing an annual contract to procure mowing services from Blankenship Lawn Care in the amount of \$40,300.00. The mowing contract will be used by Buildings and Grounds to mow various City parks, ball fields, playgrounds and a tennis complex. Coffee Bluff Marina and Peach Hollow Lake were added to the contract for an additional \$10,400.00 annually for a total of \$50,700.00.

The reason for not originally selecting the low bidders is that Valleycrest was not selected due to poor past performance and S & S Property Pros was not selected because they have no commercial mowing experience.

Bids were originally received March 18, 2008. This bid has been advertised, opened and reviewed. Delivery: As Needed. Terms: Net-30 Days. The bidders were:

L.B. ^(F) Blankenship Lawn Care	\$	40,300.00
Brown Lawn Care (Partial Bid)	\$	4,040.00
^(D) + Valleycrest Landscape Maintenance	\$	31,954.00
^(F) + S & S Property Pros	\$	32,500.00
^(A) Basic Cleaning Company	\$	43,126.00
^(C) Garden Medic	\$	43,810.00

(C) Steady Lawn Care	\$	44,590.00
Yardboys, Inc.	\$	44,668.00
(A) Compete Lawn Care	\$	46,150.00
(A) L & P Enterprises	\$	50,955.32
(A) All In One Services	\$	52,252.00
(F) Riverwood Nursery, Inc.	\$	54,697.50
(A) Finishing Touches Lawn	\$	59,670.00
(A) Seaport Landscaping and Irrigation	\$	64,820.00
(A) Summerfields of Savannah	\$	66,482.00
Tidewater Landscape Management	\$	72,582.12
(A) TLC/CLT Lawn Care	\$	77,350.00
(F) Low Country Landscape Development	\$	130,513.50

Funds are available in the 2010 Budget, Account No. 101-6120-51295. A Pre-Bid Conference was not conducted as this is an annual contract renewal. +Indicates low bidder not selected; (A)Indicates local minority owned business; (C)Indicates non-local minority owned business; (D)Indicates non-local non-minority owned business; (F)Indicates non-local woman owned business. Recommend approval.

17. Preventative Maintenance Agreement for Variable Frequency Drives – Sole Source – Requisition No. 10192924. Recommend approval of a preventative maintenance agreement from Siemens Energy and Automation in the amount of \$40,825.00. The maintenance agreement will provide service and repair of the variable frequency drives in use at the Industrial and Domestic (I&D) Water treatment plant, Abercorn Creek pump station, Crossroads pump station, President Street booster station and Lathrop Avenue booster station.

The reason why a sole source vendor is required is that this service is only available from the manufacturer of the drives.

Delivery: As Needed. Terms: Net-30 Days. The bidder was:

S.S. ^(D) Siemens Energy & Automation	\$	40,825.00
---	----	-----------

Funds are available in the 2010 Budget, Account No. 531-2581-51250. A Pre-Bid Conference was not conducted as this is a sole source purchase. (D)Indicates non-local non-minority owned business. Recommend approval.

18. Digital Parking Meter Parts – Sole Source - Requisition No. 10191604. Recommend approval to procure repair parts for digital parking meters from POM Incorporated in the amount of \$34,951.26. The parts will be used by Mobility and Parking Services to repair digital parking meters.

The reason for the sole source is that the City has existing inventory of repair parts for this manufacturer as well as software, vaults and hand-held programmers that work only with this manufacturer's digital meters. Parts must be supplied by the manufacturer.

Delivery: 30 Days. Terms: Net-30 Days. The bidder was:

S.S.^(D) POM Incorporated \$ 34,951.26

Funds are available in the 2010 Budget, Account No. 561-0000-51335. A Pre-Bid Conference was not conducted as this is a sole source purchase.

^(D)Indicates non-local non-minority owned business. Recommend approval.

- 19. Gasoline and Diesel Fuel – Annual Contract – Bid No. 10.047. Recommend approval to procure transport truck loads of unleaded fuel in the amount of \$1,665,423.67 and transport diesel fuel in the amount of \$1,767,664.48 from The Sommers Company for a total amount of \$3,437,300.13. Recommend approval to procure tank wagon loads of unleaded fuel in the amount of \$143,339.29 and tank wagon diesel fuel in the amount of \$26,815.50 from Barrett Oil Distributors for a total amount of \$170,154.79. Barrett's original bid was \$143,339.00 and \$26,998.00. Barrett has agreed to match the non-local low bidder's bid for tank wagon diesel and gasoline.

The fuel will be used by various City departments. This is a cooperative bid which was solicited by Chatham County.

Bids were received September 18, 2009. This bid has been advertised, opened and reviewed. Delivery: As Required. Terms: Net-30 Days. The bidders were:

	<u>T/Loads-Diesel</u>	<u>T/Loads-Fuel</u>	<u>T/W Diesel</u>	<u>T/W Fuel</u>
L.B. ^(D) Sommers Oil	\$1,665,423.67	\$1,767,664.48	No Bid	No Bid
L.B. ^(B) Barrett Oil	\$1,686,328.84	\$1,796,068.97	\$142,370.28	\$26,815.50
Strickland Oil	\$1,676,826.49	\$1,785,924.51	\$142,370.28	\$26,815.50
Petroleum	\$3,378,583.35	\$3,495,307.42	No Bid	No Bid

Funds are available in the 2010 Budget, Account No. 611-0000-11350 and 11340. A Pre-Bid Conference was conducted. ^(B)Indicates local non-minority owned business; ^(D)Indicates non-local non-minority owned business.

Recommend approval.

20. Portable Toilet Rental for Tara Feis and St. Patrick's Day Events – Annual Contract Renewal – Bid No. 10.064. Recommend renewing an annual contract to procure portable toilet rentals from United Site Services in the amount of \$29,731.20. The 373 portable toilets will be used by the public during the Tara Feis (12 units) and St. Patrick's Day (361 units) events. The Savannah Waterfront Association will reimburse the City for 81 units located on River Street.

Bids were originally received February 3, 2009. This bid has been advertised, opened and reviewed. Delivery: 2 Weeks. Terms: Net-30 Days. The bidders were:

L.B. ^(D) United Site Services	\$	29,731.20
Blu-John of Savannah	\$	30,966.09
Nature's Calling, Inc.	\$	67,768.47

Funds are available in the 2010 Budget, Account No. 311-9207-52842. A Pre-Bid Conference was not conducted as this is an annual contract renewal. ^(D)Indicates non-local non-minority owned business. Recommend approval.

21. Moses Jackson Parking Lot Improvements – Bid No. 10.022. Recommend approval to procure construction services for parking lot improvements at the Moses Jackson Center from A.D. Williams in the amount of \$88,615.00. The work to be completed includes water and sewer improvements as well as porous paver, asphalt, sidewalk, curb, gutter and handicapped ramp installation to expand the existing parking lot.

The Minority and Women Business Enterprise (MWBE) goal for this project is 15%; 10% minority and 5% women. The recommended contractor submitted MWBE participation of 15%; 10%MBE utilizing Kelly Dukes Inc. and 5%WBE utilizing Lagniappe Development Company.

Bids were received February 22, 2010. This bid has been advertised, opened and reviewed. Delivery: 30 Days. Terms: Net-30 Days. The bidders were:

L.B. ^(D) A.D. Williams	\$	88,615.00
Sitework Construction, LLC	\$	99,999.00
^(E) E & D Contracting Services	\$	105,728.69
Eastern Excavating Co., Inc.	\$	106,505.12

Funds are available in the 2010 Budget, Account No. 311-9207-52842-PD805. A Pre-Bid Conference was conducted and four vendors attended. ^(D)Indicates non-local non-minority owned business; ^(E)Indicates local woman owned business. Recommend approval.

22. Tractors – One Time Purchase – Bid No. 10.023. Recommend approval to procure three tractors with enclosed cabs from Hendrix Machinery in the amount of \$79,509.00. The tractors will be used by Streets Maintenance to replace 0235, 0242, and 0243 which are no longer economical to repair or operate.

Bids were received February 16, 2010. This bid has been advertised, opened and reviewed. Delivery: 15 Days. Terms: Net-30 Days. The bidders were:

L.B. ^(F) Hendrix Machinery, Inc.		\$	79,509.00
Low County Machinery	(Partial Bid)	\$	57,000.00
Emery Lawn & Tractor		\$	86,796.00
^(F) Vereens Stores, Inc.		\$	87,240.00
Blanchard Equipment		\$	95,700.00
Atlantic Coastal Equipment		\$	136,566.00

Funds are available in the 2010 Budget, Account No. 613-9230-51515. A Pre-Bid Conference was conducted and one vendor attended. ^(F)Indicates non-local woman owned business. Recommend approval.

23. Wheelchair Van – One Time Purchase – Bid No. 10.024. Recommend approval to procure one wheelchair transport van from National Bus Sales in the amount of \$36,738.00. The van will be used by Recreation Services to replace an existing van which is no longer economical to repair or operate.

Bids were received February 16, 2010. This bid has been advertised, opened and reviewed. Delivery: 150 Days. Terms: Net-30 Days. The bidders were:

L.B. ^(D) National Bus Sales		\$	36,738.00
Allan Vigil Ford		\$	38,794.00
^(C) Legacy Ford Mercury, Inc.		\$	38,805.00
^(C) Summerville Ford		\$	42,524.00
^(F) Transit Plus, Inc.		\$	43,720.00

Funds are available in the 2010 Budget, Account No. 613-9230-51515. A Pre-Bid Conference was conducted and no vendors attended. ^(C)Indicates non-local minority owned business; ^(D)Indicates non-local non-minority owned business; ^(F)Indicates non-local woman owned business. Recommend approval.

24. Self-Contained Breathing Apparatus for Savannah Fire Department – Annual Contract Renewal – Bid No. 10.067. Recommend renewing an annual contract to procure self-contained breathing apparatus from International Safety Instruments, Inc. in the amount of \$51,090.00. The breathing apparatus will be used by Savannah Fire Department firefighters while combating fires or in hazardous conditions.

26. Pre-Qualified Lot Clearing Contractors – Annual Contract Renewal – Bid No. 10.068. Recommend renewing an annual contract to procure lot clearing services with Complete Lawn Care, Lynn's Land Clearing, Inc., It's All about You, All in One Services, United Grounds Maintenance Services, Martin and Brooks Landscape, Pough's Landscaping and Summerfield of Savannah in the estimated amount of \$180,000.00. The contract will be utilized by Property Maintenance to clear in excess of 1,000 overgrown and debris strewn lots throughout the city.

The eight contractors listed were selected through a pre-qualification process and have successfully completed two years of service to the City. Each contractor is given an initial list of 10 - 12 lots to be cleared. Upon successful completion of the first list the contractor is given another list of lots to clear. This process will allow each contractor to complete work based on their available staffing and work load.

The contract includes provisions to add pre-qualified contractors to the list as necessary.

Bids were originally received December 4, 2007. This bid has been advertised, opened and reviewed. Delivery: As Required. Terms: Net-30 Days.

Funds are available in the 2010 Budget, Account No. 101-3106-51295. A Pre-Bid Conference was not conducted as this is an annual contract renewal. Recommend approval.

27. HVAC and Mechanical Repairs – Annual Contract – Bid No. 10.032. Recommend awarding an annual contract to procure HVAC (heating, ventilating and air conditioning) and mechanical repair services from Southeastern Air Conditioning Company, Inc. in the amount of \$75,750.00. The services will be utilized by Building Maintenance to assist staff on large projects and emergency repairs.

Southeastern Air Conditioning was ranked the best proposal due to their previous contract performance.

This proposal has been advertised, opened and reviewed. Delivery: As Required. Terms: Net-30 Days. The proposers were:

B.P. ^(D) Southeastern Air Conditioning Co., Inc.	\$	75,750.00
Boaen Mechanical	\$	75,500.00
Air Services & Refrigeration	\$	77,900.00
Johnson Controls	\$	80,000.00
Sack Company Maintenance	\$	81,000.00
Therma Serve, Inc.	\$	89,150.00

Delivery: As Needed. Terms: Net-30 Days. The bidder was:

L.B.^(D) Canoochee Electric Membership Corp. \$ 65,479.53

Funds are available in the 2010 Budget, Account No. 311-9207-52842. A Pre-Bid Conference was not conducted. ^(D)Indicates non-local non-minority owned business. Recommend approval.

City of Savannah
 Summary of Solicitations and Responses
 For March 11, 2010 Agenda

<u>Bid Number</u>	<u>Annual Contract</u>	<u>Description</u>	<u>Local Vendor Available</u>	<u>MWBE Vendor Available</u>	<u>Total Sent</u>	<u>Sent to MWBE</u>	<u>Total Received</u>	<u>Received From MWBE</u>	<u>Estimated Award Value</u>	<u>Estimated MWBE Value</u>	<u>Low Bid Vendor Type</u>	<u>MWBE Sub</u>	<u>Vendor Type</u>
B08.200		Enterprise Resource Management Software (ERP)	No	No	11	0	7	0	\$3,307,433.00	0	D	0	0
R10192577		Hardware and Operating Software for ERP System	No	Yes	1	0	1	0	\$262,802.00	\$262,802.00	C	0	0
R10194073		Juniper VPN Appliance for SCADA System	No	No	1	0	1	0	\$ 25,284.68	0	D	0	0
Q10.015		Radio System Upgrade for Robot	Yes	Yes	258	4	1	0	\$ 36,709.83	0	D	0	0
B10.060	X	Bedding Plants	Yes	Yes	132	32	2	0	\$ 30,000.00	0	B	0	0
B10.062	X	Mowing for Leisure Services	Yes	Yes	254	153	17	14	\$ 40,300.00	\$ 40,300.00	F	0	0
R10192924		Preventative Maintenance Agreement for Variable Frequency Drives System	No	No	1	0	1	0	\$ 40,825.00	0	D	0	0
R10191604		Digital Parking Meters	No	No	1	0	1	0	\$ 34,951.26	0	D	0	0
B10.047	X	Gasoline and Diesel Fuel	Yes	Yes	18	6	4	0	\$3,433,088.15	0	D	0	0

City of Savannah
 Summary of Solicitations and Responses
 For March 11, 2010 Agenda

<u>Bid Number</u>	<u>Annual Contract</u>	<u>Description</u>	<u>Vendor Available</u>	<u>Vendor Available</u>	<u>Total Sent</u>	<u>Sent to MWBE</u>	<u>Total Received</u>	<u>Received From MWBE</u>	<u>Estimated Award Value</u>	<u>Estimated MWBE Value</u>	<u>Low Bid Vendor Type</u>	<u>MWBE Sub</u>	<u>Vendor Type</u>
B10.064	X	Portable Toilet Rental For Tara Feis and St. Patrick's Event	Yes	Yes	19	2	3	0	\$ 29,731.20	0	D	0	0
B10.022		Moses Jackson Parking Lot Improvements	Yes	Yes	107	36	4	1	\$ 88,615.00	0	D	\$13,292.25	A,E
B10.023		Tractors	Yes	Yes	51	9	6	1	\$ 79,509.00	\$79,509.00	F	0	0
B10.024		Wheelchair Van	Yes	Yes	71	17	5	4	\$ 36,738.00	0	D	0	0
B10.067	X	Self-Contained Savannah Fire Dept.	Yes	Yes	85	5	1	0	\$ 51,090.00	0	D	0	0
B10.051	X	Wireless Services	Yes	Yes	147	21	4	0	\$248,538.00	0	D	0	0
B10.068	X	Pre-Qualified Lot Clearing Contractors	Yes	Yes	148	87	10	9	\$ 22,500.00	\$22,500.00	C	0	0
B10.032	X	HVAC and Mechanical Repairs	Yes	Yes	83	24	6	0	\$ 75,750.00	0	D	0	0
B09.039		Incapacitant Weapons and Accessories	Yes	Yes	188	5	1	0	\$ 75,000.00	0	D	0	0
R10194089		Electric Power Service to Megasite Lift Station	Yes	No	2	0	2	0	\$65,479.53	0	D	0	0

Vendor(s)*

- A. Local Minority
- B. Local Non-Minority
- C. Non-Local Minority
- D. Non-Local Non-Minority
- E. Woman Owned
- F. Non-Local Woman Owned

INTER-DEPARTMENT MEMORANDUM

TO: Michael Brown, City Manager
FROM: Richard M. Evans, Finance Director
SUBJECT: Enterprise Resource Planning Software Recommendation
DATE: March 8, 2010

Staff recommends award of the Enterprise Resource Planning (ERP) software to Lawson Software in the amount of \$3,307,433. This is the final negotiated amount and includes additional services and software which were not included in the original request for proposals.

In reviewing the evaluation matrix displayed in the agenda, you will note that the total scores of the proposers appear to be very close. It may be useful to clarify the basis of these scores in order to understand the final recommendation. Please note the following regarding these scores:

- **The scores reported were initial scores based solely on the written responses.** These scores were the selection committee's initial scoring after reviewing only the initial written request for proposal (RFP) responses. The selection committee actually scored the three shortlisted proposers again after software demonstrations. However, the agenda only shows the initial scores since this is the only comparison we have of all proposals. Evaluation of ERP software is a complex, time consuming evaluation. The purpose of the initial scoring was to determine which proposals merited further consideration.
- **After the demonstrations it became apparent that Agresso did not meet our needs- this is not fully reflected in the reported initial scores.** Functionality of the software is critical. Staff went through three days of demonstrations for each of the three shortlisted proposers to understand the functionality. After demonstrations, it became apparent that Agresso did not have the robust functionality of the other two systems and that the City would need to purchase and/or maintain several auxiliary systems if Agresso were selected. Adding additional functionality would increase the Agresso cost and result in a much less integrated system. A primary reason that staff chose to evaluate Agresso was their low cost. Agresso's pricing was aggressive since they are trying to establish a presence in the United States. Agresso is based in Sweden with only a few implementations in North America, primarily Canada.
- **Sungard's references were thin because it proposed a recently introduced product – again this was not fully reflected in the reported initial scores.** Staff checked references and attended user conferences for each of the other two higher rated proposers. SunGard had recently introduced the software version that they proposed for the City and were unable to provide satisfactory references of agencies who had completed installation of their proposed new system.
- **Sungard's proposal pricing does not fully reflect the full cost of implementation.** The price differential between Lawson and SunGard can be partially explained by the difference in consulting hours proposed during installation. SunGard proposed only 6,286 hours in comparison to Lawson's 9,196 hours of consulting services during implementation.

We anticipate that this software will be used for at least 10 – 15 years. If you consider the additional cost over the life of the software, the cost differential is marginal and the City will benefit from the superior functionality of the Lawson software.