



Fulton County Board of Commissioners
Agenda Item Summary

18-1025

BOC Meeting Date
 12/19/2018

Requesting Agency
 Information Technology

Commission Districts Affected
 All Districts

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval to extend existing contract – Fulton County Information Technology, Bid# 13ITB89992YB-TR, CISCO Equipment, Maintenance and Support Services in the amount of \$1,500,000.00 with Prosys Information Systems (Norcross, GA) to provide CISCO telecommunication and networking equipment, maintenance and support services countywide for an additional six month period. Effective Dates: January 1, 2019 through June 30, 2019.

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-420, contract modifications within the scope of the contract & necessary for contract completion of the contract, in the specifications, services, time of performance or terms and conditions of the contract shall be forwarded to the Board of Commissioners for approval.

Is this Item related to a Strategic Priority Area? *(If yes, note strategic priority area below)*

Yes All People trust government is efficient, effective, and fiscally sound

Is this a purchasing item?

Yes

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Director	Phone (404) 612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

Scope of Work: Fulton County Department of Information Technology requests approval to extend the existing contract that currently provides CISCO telecommunication and networking equipment, maintenance and support services countywide. Currently there is a solicitation that will not close prior to the expiration of the existing agreement with Prosys Information Systems.

CISCO network equipment has been the county standard for several years. Our contract provides for the acquisition of voice and data equipment as well as the maintenance of our existing network devices. This extension will provide continuity of services for all current county facilities until a new agreement and vendor are in place.

Community Impact: Extending this contract will allow the current support services to be provided to all locations in the existing Fulton County voice and data networks. This support is essential for sustaining the stable operations and technology services currently provided by FCIT to all county employees and citizens.

Department Recommendation: FCIT recommends the approval of this item.

Project Implications: This extension allows for the continued maintenance and support of our existing telecommunication and networking equipment countywide.

Community Issues/Concerns: No community concerns with this item.

Department Issues/Concerns: There are no department issues or concerns.

History of BOC Agenda Item: See chart below:

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Award Amount	13-1041	11/20/13	\$1,271,000.00
1 st Renewal	14-0675	09/03/14	\$1,271,000.00
1 st Amendment	15-0601	07/15/15	\$ 900,000.00
2 nd Renewal	15-1093	12/02/15	\$3,651,521.16
3 rd Renewal	16-1121	12/07/16	\$3,373,694.00
4 th Renewal	17-0864	10/18/17	\$3,245,000.00
Extension No. 1			\$1,500,000.00
Total Revised Amount			\$15,212,215.16

Contract & Compliance Information *(Provide Contractor and Subcontractor details.)*

Contract Value: \$1,500,000.00
Prime Vendor: Prosys Information System
Prime Status: White Female Business Enterprise Certified
Location: Norcross, GA
County: Gwinnett County
Prime Value: \$1,500,000.00 or 100.00%
Total Contract Value: \$1,500,000.00 or 100.00%

Continued

Total M/FBE Value: \$1,500,000.00 or 100.00%

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Solicitation Information	NON-MFBE	MBE	FBE	TOTAL
No. Bid Notices Sent:				
No. Bids Received:				

Total Contract Value	\$1,500,000.00 or 100.00%
Total M/FBE Values	\$1,500,000.00 or 100.00%
Total Prime Value	\$1,500,000.00 or 100.00%

Fiscal Impact / Funding Source *(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)*
 100-999-S666-1493: Non Agency Funding Line for telecommunication equipment. (Pending approval of the 2019 budget).

Exhibits Attached *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*
 Exhibit 1: Amendment No. 1 To Form of Contract (Extension Agreement)
 Exhibit 2: Contractor Performance Report

Source of Additional Information *(Type Name, Title, Agency and Phone)*
 Kenneth Poinsette, Deputy CIO, FCIT, 404-612-0015

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Director	Phone (404) 612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

Continued

Procurement

Contract Attached: No	Previous Contracts: Yes		
Solicitation Number: 13ITB89992YB-TR	Submitting Agency: Information Technology	Staff Contact: Kenneth Poinsette, Deputy CIO	Contact Phone: 404.612.0015

Description: To provide CISCO telecommunication and networking equipment, maintenance and support services countywide.

FINANCIAL SUMMARY

Total Contract Value:		MBE/FBE Participation:	
Original Approved Amount:	\$1,271,000.00	Amount: .	%. .
Previous Adjustments:	\$12,441,215.16	Amount: .	%. .
This Request:	\$1,500,000.00	Amount: .	\$1,500,000.00 or 100.00%
TOTAL:	\$15,212,215.16	Amount: .	%. .

Grant Information Summary:

Amount Requested: .	<input type="checkbox"/>	Cash
Match Required: .	<input type="checkbox"/>	In-Kind
Start Date: .	<input type="checkbox"/>	Approval to Award
End Date: .	<input type="checkbox"/>	Apply & Accept
Match Account \$: .		

Funding Line 1: 100-999-S666-1493: Non Agency Funding Line for telecommunication equipment. (Pending approval of the 2019 budget). Funding provided by agencies requesting products and services. (Pending approval of the 2019 budget).	Funding Line 2: .	Funding Line 3: .	Funding Line 4: .
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KEY CONTRACT TERMS

Start Date: 1/1/2019	End Date: 6/30/2019
Cost Adjustment: .	Renewal/Extension Terms: .

ROUTING & APPROVALS
(Do not edit below this line)

X	Originating Department:	Whitmore, Sharon	Date: 10/26/2018
X	County Attorney:	Ringer, Cheryl	Date: 12/3/2018
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 12/5/2018
X	Finance/Budget Analyst/Grants Admin:	Stewart, Hugh	Date: 10/29/2018
.	Grants Management:	.	Date: .
X	County Manager:	Anderson, Dick	Date: 12/5/2018

EXTENSION NO. 1 TO FORM OF CONTRACT

Contractor: Prosys Information Systems, Inc.

Contract No. 13ITB89992YB-TR, CISCO Equipment, Maintenance and Support

Address: 6575 The Corners Parkway, Suite 300;

City, State Norcross, GA 30092

Telephone: 678-268-1300

E-mail: www.prosysis.com

Contact: Michelle Clery, President

W I T N E S S E T H

WHEREAS, Fulton County ("County") entered into a Contract with Prosys Information Systems, Inc. to provide CISCO Equipment, Maintenance and Support Services countywide, dated November 20, 2013, on behalf of the Information Technology Department.

WHEREAS, the County wishes to extend the subject contract, with all items and conditions unchanged, for an additional six month period effective January 1, 2019 through June 30, 2019; and

WHEREAS, the Contractor has performed satisfactorily over the period of the contract; and

WHEREAS, this extension was approved by the Fulton County Board of Commissioners on [Insert Board of Commissioners approval date and item number].

NOW, THEREFORE, the County and the Contractor agree as follows:

This Extension No. 1 to Form of Contract is effective as of the ____ day of _____, 2018, between the County and Prosys Information Systems, Inc., who agree that all Services specified will be performed in accordance with this Extension No. 1 to Form of Contract and the Contract Documents.

1. **SCOPE OF WORK TO BE PERFORMED:** Contractor is to provide to provide CISCO telecommunication and networking equipment, maintenance and support services countywide through June 30, 2019.
2. **COMPENSATION:** The services described under Scope of Work herein shall be

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performed by Contractor for a total amount not to exceed **\$1,500,000**.

3. **LIABILITY OF COUNTY:** This Extension No. 1 to Form of Contract shall not become binding on the County and the County shall incur no liability upon same until such agreement has been executed by the Chair to the Commission, attested to by the Clerk to the Commission and delivered to Contractor.
4. **EFFECT OF EXTENSION NO. 1 TO FORM OF CONTRACT:** Except as modified by this Extension No. 1 to Form of Contract, the Contract, and all Contract Documents, remain in full force and effect.

[INTENTIONALLY LEFT BLANK]

IN WITNESS THEREOF, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and their corporate seals to be hereunto affixed as of the day and year date first above written.

OWNER:

CONSULTANT:

FULTON COUNTY, GEORGIA

PROSYS INFORMATION SYSTEMS, INC.

Robert L. Pitts
Chairman

Michelle Clery
President

ATTEST:

ATTEST:

Jesse A. Harris
Clerk to the Commission

Secretary/
Assistant Secretary

(Affix County Seal)

(Affix Corporate Seal)

APPROVED AS TO FORM:

ATTEST:

Office of the County Attorney

Notary Public

APPROVED AS TO CONTENT:

County: _____

Sharon L. Whitmore
Chief Financial Officer

Commission Expires: _____

(Affix Notary Seal)

ITEM#: _____ RCS: _____ RECESS MEETING	ITEM#: _____ RM: _____ REGULAR MEETING
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DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT
GOODS AND COMMODITIES SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
1/1/2018	10/12/2018	1/1/2018	12/31/2018
O Number			PO Date
Department	INFORMATION TECHNOLOGY		
Item Number	13ITB89992YB		
Service Commodity	Cisco Equipment, Maintenance, and Support Services		
Contractor	<i>Prosys Information System</i>		

= Unsatisfactory	<i>Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.</i>
= Poor	<i>Achieves contract requirements 70% of the time. Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customers somewhat satisfied.</i>
= Satisfactory	<i>Achieves contract requirements 80% of the time; generally responsive, effective and/or efficient; delays are excusable and/or results in minor programs adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.</i>
= Good	<i>Achieves contract requirements 90% of the time. Usually responsive; effective and/or efficient; delays have not impact on programs/mission; key employees are highly competent and seldom require guidance; customers are highly satisfied.</i>
= Excellent	<i>Achieves contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal directions; customers expectations are exceeded.</i>

Quality of Goods/Services (-Specification Compliance - Technical Excellence - Reports/Administration - Personnel Qualification)

0
1
2
3
4

Comments:

The quality of goods and services is excellent. All goods are delivered as ordered and 100% compliant with specifications. Vendor provides outstanding technical support from highly knowledgeable and qualified personnel.

Timeliness of Performance (-Were Milestones Met Per Contract - Response Time (per agreement, if applicable) - Responsiveness to Direction/Change - On time Completion Per Contract)

0
1
2
3
4

Comments:

Orders, requests for quotes, and other items are handled in a rapid and timely manner. Responsiveness to special requests and changes are very prompt and handled in a satisfactory manner. Vendor consistently delivers goods within the agreed upon time period.

Business Relations (-Responsiveness to Inquiries - Prompt Problem Notifications)

0
1
2
3
4

Comments:

Business relations are very good. Vendor is responsive to inquiries and resolves problems in a prompt and customer service focused manner. Vendor proactively makes a great effort to stay in touch with key County personnel and satisfactorily handle any problems or issues which are identified.

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Comments: or exceeds County expectations. All orders are promptly and accurately handled. Specifications are carefully followed. Special instructions invariably to the County's satisfaction. Vendor is cost conscious and is proactive in providing cost efficiencies and savings to the County whenever possible.

- 2
3
4

Contractors Key Personnel (-Credentials/Experience Appropriate - Effective Supervision/Management - Available as Needed)

Comments:

The knowledge, experience, and credentials of specialized vendor technical personnel is excellent. Aales personnel are responsive, knowledgable and helpful. Vendor management provides oversight for all vendor activities and is quick to resolve any difficult issues to the County's satisfaction.

- 0
1
2
3
4

Overall Performance Rating: 3.8

Would you select/recommend this vendor again? (check box for Yes. Leave Blank for No)
Yes No
Rating completed by: Keith.Campbell

Table with 3 columns: Department Head Name, Department Head Signature, Date. Includes handwritten signature of Sharon C. Whitman and date 10/12/2018.