



Fulton County Board of Commissioners  
**Agenda Item Summary**

**# 17-0534**

**BOC Meeting Date**  
6/21/2017

**Requesting Agency**  
Information Technology

**Commission Districts Affected**  
All Districts

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

Request approval to utilize statewide contract – SWC#70768– FCIT, Fulton County Information Technology in the amount of \$396,258 with Covendis Technologies, (Atlanta, GA) to provide staff augmentation resources. Effective upon BOC approval through December 31, 2017.

**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 and 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.)*

Scope of Work: FCIT is in the process of completely revamping our organizational structure. In an effort to ensure it is done properly, FCIT has consulted with Personnel, the County Manager's Office and the County Attorney. The reorganization will not be in place as quickly as originally envisioned, and this request will allow for temporary Project Management, Database Administrators, Network Architect, and Business Analyst assistance to allow current critical projects to stay on track through the end of the year.

Current projects which need to continue on their present schedule include the CGI-AMS ERP upgrade, Permits Plus planning upgrade, Kronos upgrade, WAN (wide area network) upgrade, Physical Security upgrades, Project Portfolio implementation, Facilities upgrade plan for county buildings, City of South Fulton and BOH transitions, and E-rate category II library network and telecom upgrades.

Several of the responsibilities included in this request will be replaced with full time permanent positions as FCIT continues to progress with the reorganization of the department. This award allows the department to continue with projects functioning efficiently through the rest of 2017, as organizational transition is completed.

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)

FCIT wants to utilize this contract for the following positions to complete the projects mentioned above:

- Applications Project Manager – Upgrade of CGI-AMS ERP (Enterprise Resource Planning) system to 3.10.0.2
- Construction Project Manager – E-Rate projects to implement and configure upgraded network and telecom equipment in conjunction with Phase II of the Library Bond project
- Infrastructure Project Manager – Implement WAN (Wide Area Network)/Wireless Network upgrades
- Business Analyst – A Business Analyst is needed to review, revise, and implement business processes, eliminating manual paper driven steps to improve speed and efficiency in the Purchasing, Finance, and Personnel Departments
- Network Architects – FCIT does not have this position in our department currently, network architects are included in the list of new positions that FCIT requested in the 2017 budget
- Unix/Linux Administrator – FCIT does not have this position in our department currently, network architects are included in the list of new positions that FCIT requested in the 2017 budget
- SQL Database Administrator – FCIT does not have this position in our department currently, network architects are included in the list of new positions that FCIT requested in the 2017 budget
- Oracle Database Administrator – FCIT does not have this position in our department currently, network architects are included in the list of new positions that FCIT requested in the 2017 budget
- Graphic Designer—used by Communications and the Library to meet IT Graphic Design needs

Community Impact: Improved, networks and upgraded applications will allow FCIT to implement more efficient options for citizens, and new systems in Fulton County agencies will provide better capabilities and utilize advanced technologies for better performance.

Department Recommendation: FCIT recommends the award of this contract to Covendis Technologies utilizing the Statewide professional services contract.

Project Implications: The approval of this request will allow FCIT to acquire necessary short term resources to keep critical projects on schedule. The positions will be filled with permanent County positions once the IT department reorganization is approved and implemented

Community Issues/Concerns: None, other than insuring planned software and hardware projects stay on schedule.

Department Issues/Concerns: None at this time.

History of BOC Agenda Item: Item originally approved December 7, 2016, Item #16-1122

To protect the interests of the County, the County Attorney shall approve the Statewide Contract as to form and substance, and make any necessary modification, prior to execution by the Chairman.

## Continued

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Award Amount	16-1122	12/07/2016	\$1,289,600.00
Amendment No. 1		06/21/2017	\$396,258.00
<b>Total Revised Amount</b>		06/21/2017	\$1,685,858.00

<b>Contract &amp; Compliance Information</b>	<i>(Provide Contractor and Subcontractor details.)</i>
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Click here to enter text.

# # 17-0534

Solicitation Information	NON-MFBE	MBE	FBE	TOTAL
No. Bid Notices Sent:				
No. Bids Received:				
Total Contract Value	\$396,258.00			
Total M/FBE Values	-0-			
Total Prime Value	\$396,258.00			
<b>Fiscal Impact / Funding Source</b> <i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i>				
100-220-2204-1160: General, Information Technology, Professional Services - \$396,258				
<b>Exhibits Attached</b> <i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i>				
Exhibit 1: Statewide Contract				
Exhibit 2: Contractor Performance Report				
Exhibit 3: Amendment No.1 to Form of Contract				
<b>Source of Additional Information</b> <i>(Type Name, Title, Agency and Phone)</i>				
Derek McKay, Assistant Director, FCIT, 404 612 0043				

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**

<b>Contract Attached:</b> No	<b>Previous Contracts:</b> Yes		
<b>Solicitation Number:</b> SWC#70768	<b>Submitting Agency:</b> Information Technology	<b>Staff Contact:</b> Derek McKay, Assistant Director, FCIT	<b>Contact Phone:</b> 404- 612- 0043

**Description:** to provide staff augmentation resources.**FINANCIAL SUMMARY**

<b>Total Contract Value:</b>		<b>MBE/FBE Participation:</b>	
Original Approved Amount:	\$1,289,600.00	Amount: .	%: .
Previous Adjustments:	<a href="#">Click here to enter text.</a>	Amount: .	%: .
This Request:	\$396,258.00	Amount: .	%: .
<b>TOTAL:</b>	<b>\$1,685,858.00</b>	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 \$: .		

<b>Funding Line 1:</b> 100-220-2204-1160 \$396,258	<b>Funding Line 2:</b> .	<b>Funding Line 3:</b> .	<b>Funding Line 4:</b> .
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**KEY CONTRACT TERMS**

<b>Start Date:</b> 6/21/2017	<b>End Date:</b> 12/31/2017
<b>Cost Adjustment:</b> .	<b>Renewal/Extension Terms:</b> .

**ROUTING & APPROVALS**

(Do not edit below this line)

X	Originating Department:	Wright, Sallie	Date: 5/23/2017
X	County Attorney:	Ringer, Cheryl	Date: 6/14/2017
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 6/14/2017
X	Finance/Budget Analyst/Grants Admin:	Stewart, Hugh	Date: 5/23/2017
.	Grants Management:	.	Date: .
X	County Manager:	Anderson, Dick	Date: 6/14/2017

**CONTRACT RENEWAL**

This amendment by and between the Contractor and State Entity defined below shall be effective as of the date this Amendment is fully executed. To the extent the contract requires the State Entity to issue a Notice of Award Amendment for purposes of exercising the renewal option; this written document shall serve as such Notice of Award Amendment.

<b>STATE OF GEORGIA CONTRACT</b>	
<b>State Entity's Name:</b>	Depart of Administrative Services (DOAS)
<b>Contractor's Full Legal Name:</b>	Covendis Technologies
<b>Contract No.:</b>	SWC70768
<b>Solicitation No./Event ID:</b>	PTI-05112006-RFP-010
<b>Solicitation Title/Event Name:</b>	Temp IT Staffing-Vendor Management System
<b>Contract Award Date:</b>	July 1, 2007
<b>Current Contract Term:</b>	October 1, 2016 - June 30, 2017

WHEREAS, the Contract is in effect through the Current Contract Term as defined above; and

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties do hereby agree as follows:

1. **CONTRACT RENEWAL/EXTENSION.** The parties hereby agree that the contract will be renewed/extended for an additional period of time as follows:

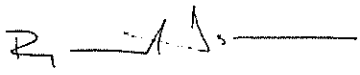
<b>NEW CONTRACT</b>	
<b>Beginning Date of New Contract Term:</b>	July 1, 2017
<b>End Date of New Contract Term:</b>	June 30, 2018

The parties agree the contract will expire at midnight on the date defined as the "End Date of New Contract Term" unless the parties agree to renew/extend the contract for an additional period of time or in the event a new agreement is established. If a new agreement is established prior to the "End Date of New Contract Term" a mutually agreed transition period will be established to transition the existing services prior to the "End Date of New Contract Term".

2. **Subcontractor Agreement and Compliance.** Pursuant to the Contract, Temporary IT Staffing- VMS effective March 21, 2007, Contractor manages independent contractor staffing agencies ("Subcontractor") that commit resources to perform Services for the State by Subcontractor's employees. Contractor's "Covendis MSP VMS Supplier Agreement" and the State's specific Schedule A is incorporated herein by reference. Contractor and/or Subcontractor's resources engaged directly or indirectly to perform Services for the State shall comply with the Contract and applicable federal and state standards and statues governing Contractor, Subcontractor and Subcontractor's employees and/or resources performing Services under this Contract.
3. **SUCCESSORS AND ASSIGNS.** This Amendment shall be binding upon and inure to the benefit of the successors and permitted assigns of the parties hereto.
4. **ENTIRE AGREEMENT.** Except as expressly modified by this Amendment, the contract shall be and remain in full force and effect in accordance with its terms and shall constitute the legal, valid, binding and enforceable obligations to the parties. This Amendment and the contract (including any written amendments thereto), collectively, are the complete agreement of the parties and supersede any prior agreements or representations, whether oral or written, with respect thereto.

IN WITNESS WHEREOF, the parties have caused this Amendment to be duly executed by their authorized representatives.

**CONTRACTOR:**

<b>Contractor's Full Legal Name:</b> (Please Type or Print)	uWork.com, Inc. dba Covendis
<b>Authorized Signature:</b>	
<b>Printed Name and Title of Person Signing:</b>	Raymond Tsao, President & CEO
<b>Date:</b>	4/3/2017
<b>Company Address:</b>	200 Walker St. SW, Suite B Atlanta, GA 30313
<b>Invoice Contact Name:</b> (Contractor's Billing Contact)	Helen Wu
<b>Contractor's Billing Address:</b>	200 Walker St. SW, Suite B Atlanta, GA 30313
<b>Contractor's Billing E-Mail:</b>	accounting@covendis.com

## STATE ENTITY:

<b>Authorized Signature:</b>	
<b>Printed Name and Title of Person Signing:</b>	Lisa Eason, Assistant Commissioner State Purchasing Division
<b>Date:</b>	 4-18-17
<b>Company Address:</b>	200 Piedmont Avenue Suite 1308, West Tower Atlanta, GA 30334Atlanta, GA 30334



Submit Form

## DEPARTMENT OF PURCHASING &amp; CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT  
PROFESSIONAL SERVICES

Report Period Start	Report Period End		Contract Period Start	Contract Period End
1/1/2017	5/31/2017		1/1/2017	12/31/2017
PO Number				PO Date
Department	INFORMATION TECHNOLOGY ▼			
Bid Number				
Service Commodity	Professional Services			
Contractor	Covendis Technologies			Reset

0 = Unsatisfactory

*Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.*

1 = Poor

*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.*

2 = Satisfactory

*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.*

3 = Good

*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.*

4 = Excellent

*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.*

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

## Comments:

- ☐ 0  
☐ 1  
☐ 2  
☐ 3  
☒ 4

Covendis has provided quality staff with good certifications and they have exhibited a solid work ethic.

## 2.

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

## Comments:

- ☐ 0  
☐ 1  
☐ 2  
☒ 3  
☐ 4

Staff from Covendis have worked on important database issues and other projects and are meeting deadlines.

## 3. Business Relations (-Responsiveness to Inquiries - Prompt Problem Notifications)

## Comments:

- ☐ 0  
☐ 1  
☐ 2  
☐ 3  
☒ 4

Covendis had their staff visit us to ensure our needs are being met and have been available at every turn.

## 4. Customer Satisfaction (-Met User Quality Expectations - Met Specification - Within Budget - Proper Invoicing - No Substitutions)

## Comments:

- ☐ 0  
☐ 1  
☐ 2

# 17-0534

- ☐ 3  
☐ 4



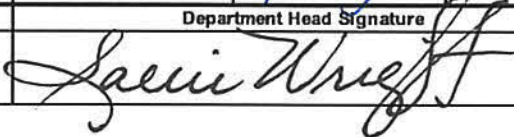
managers by and large have been pleased with the work product provided.

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

- ☐ 0  
☐ 1  
☐ 2  
☐ 3  
☒ 4

Comments:

The experience and professionalism shown have been great for Fulton County

Overall Performance Rating:	3.6		
Would you select/recommend this vendor again? (Check box for Yes. Leave Blank for No)		Rating completed by: DEREK McLEAY	
<input checked="" type="radio"/> Yes <input type="radio"/> No			
Department Head Name	Department Head Signature		Date
			5/22/2017

Submit Form

**AMENDMENT NO. 1 TO FORM OF CONTRACT**

Contractor: Covendis Technologies

Contract No. Professional Services SWC SWC#70768

Address: 512 Means Street  
Suite 320

City, State Atlanta, GA 30318

Telephone: 720-774-1213

E-mail: candice.bedolla@covendis.com

Contact: Candice M. Bedolla  
Director of Client Operations

**W I T N E S S E T H**

WHEREAS, Fulton County ("County") entered into an award with **Covendis Technologies** to provide Professional Services in the amount of \$1,289,600 dated December 7, 2016, on behalf of the Fulton County Information Technology Department; and

Additional WHEREAS due to several important projects and the Department of Information Technology wishes to amend the award to increase the 2017 spending authority by \$396,358 for a new total of \$1,685,858 in order to insure projects are completed in a timely fashion.

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

WHEREAS, this amendment 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 Amendment No. 1 to Form of Contract is effective as of the \_\_\_\_ day of \_\_\_\_, 2017, between the County and Covendis Technologies, who agree that all Services specified will be performed in accordance with this Amendment No. 1 to Form of Contract and the Contract Documents.

**1. SCOPE OF WORK TO BE PERFORMED:**

- Applications Project Manager – Upgrade of CGI-AMS ERP (Enterprise Resource Planning) system to 3.10.0.2

- Construction Project Manager – E-Rate projects to implement and configure upgraded network and telecom equipment in conjunction with Phase II of the Library Bond project
  - Infrastructure Project Manager – Implement WAN (Wide Area Network)/Wireless Network upgrades
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  - Oracle Database Administrator – FCIT does not have this position in our department currently, network architects are included in the list of new positions that FCIT requested in the 2017 budget
  - Graphic Designer—used by Communications and the Library to meet IT Graphic Design needs
2. **COMPENSATION:** The services described under Scope of Work herein shall be performed by Contractor for a total amount not to exceed \$1,685,858 which includes the requested amendment amount of \$396,258.
3. **LIABILITY OF COUNTY:** This Amendment 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 AMENDMENT NO. 1 TO FORM OF CONTRACT:** Except as modified by this Amendment No.1 to Form of Contract, the Contract, and all Contract Documents, remain in full force and effect.

**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:

**FULTON COUNTY, GEORGIA**

CONSULTANT:

**COVENDIS TECHNOLOGIES**

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John H. Eaves, Commission Chair  
Board of Commissioners

ATTEST:

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Raymond Tsao

ATTEST:

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Mark Massey  
Clerk to the Commission (Seal)

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Secretary/  
Assistant Secretary

(Affix Corporate Seal)

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APPROVED AS TO FORM:

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Office of the County Attorney

APPROVED AS TO CONTENT:

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Sallie Wright, CIO Fulton County  
Information Technology