DEPARTMENTAL INPUT

CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

☑ New  ☐ OTR  ☐ Sole Source  ☐ Bid Waiver  ☐ Emergency  Previous Contract/Project No.
☐ Contract  ☐ Re-Bid  ☐ Other

☐ LIVING WAGE APPLIES: YES  ☐ NO

Requisition No./Project No.: RQETI400016

TERM OF CONTRACT: 3 YEAR(S) WITH 3 YEAR(S) OTR

Requisition /Project Title: Professional Services for Electronic Content Management System.

Description: The Information Technology Department is requesting to solicit a competitive Invitation to Bid to procure professional services for the existing Electronic Content Management System.

Issuing Department: Internal Services

Contact Person: Dakota Thompson  Phone: 305-375-2356

Estimate Cost: $500,000

Funding Source: INTERNAL SVC

ANALYSIS

Commodity Codes: 918-29

Contract/Project History of previous purchases three (3) years
Check here ☐ if this is a new contract/purchase with no previous history.

<table>
<thead>
<tr>
<th>CONTRACTOR</th>
<th>EXISTING</th>
<th>2ND YEAR</th>
<th>3RD YEAR</th>
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<tr>
<th>SMALL BUSINESS ENTERPRISE</th>
<th>EXISTING</th>
<th>2ND YEAR</th>
<th>3RD YEAR</th>
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Contract Value: $  ☐  $  ☐  $

Comments:

Continued on another page (s): ☐ YES  ☐ NO

RECOMMENDATIONS

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<tr>
<th>SBE</th>
<th>Set-aside</th>
<th>Sub-contractor goal</th>
<th>Bid preference</th>
<th>Selection factor</th>
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Basis of recommendation:

Signed: Dakota Thompson, CPPB  Date sent to SBD: 9/10/2014

Date returned to DPM:

Revised April 2005
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This is not an advertisement.

EMC PROFESSIONAL SERVICES

PURPOSE

The Miami-Dade Information Technology Department desires to procure EMC professional services for new development of applications, post-production support of implemented solutions, and migration of document management solutions from other legacy systems in use throughout the County.

BACKGROUND/ OPERATING ENVIRONMENT

The Miami-Dade Information Technology Department (ITD) manages the Enterprise Content Management (ECM) Solution to provide County departments with an enhanced electronic content repository for documents and public records that includes fully customized complex workflow management functionality. The existing ECM enterprise infrastructure for document and content management consists of components from EMC’s Documentum D7.0 and XCP 2.0 platform. Currently, the scanning of documents for converting to electronic format is accomplished through the use of Kofax Capture tools and Captiva software. In addition, County departments integrate document and content management into their vendor and in-house developed applications in an effort to automate processes, reduce paper, enable seamless user interfaces and extract meaningful data using web services developed in Java.

SCOPE OF SERVICES

ITD shall engage EMC professional services for new development of applications, post-production support of implemented solutions, and migration of document management solutions from other legacy systems in use throughout the County. The services to be performed shall be from a certified EMC provider on a time and materials basis as needed.

This request is to procure professional services on an hourly basis for new development of applications using the aforementioned technologies, post-production support of implemented solutions, and Professional services to be provided shall include but not be limited:

1. Migration of document management solutions from other legacy systems including Global 360 (Identitech) platform that County departments still use (as required).

2. Upgrade to Documentum 7.X and XCP 2.X of Finance Accounts Payable section that currently has a Documentum 6.7 and XCP 1.5 production solution that is being rolled out to all County Departments.

3. Upgrade Miami-Dade County Tax Collector’s current Documentum interface and migration of historical documents that reside on the County’s previous document management platform.

4. Develop new applications for scanning/storing/retrieving documents for the Miami-Dade County Police Department for the following bureaus:

   a. Warrants
   b. Central Records
   c. Criminal History
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EMC PROFESSIONAL SERVICES

d. Criminal Lab
e. Homicide
f. Domestic Violence
g. Property and Evidence

5. Develop new applications to migrate current production application for the Property Appraiser consisting of folio and value adjustment agendas.