

221765

Memorandum

MIAMI-DADE
COUNTY

Date: December 21, 2010
To: George M. Burgess
County Manager
From: Miriam Singer, CPPO
Director
Department of Procurement Management
Subject: Recommendation to Award: Staff Scheduling Solution

RECEIVED
DEC 29 2010

Alina T. Hudak
County Manager's Office

RECOMMENDATION

It is recommended that the County Manager award this contract to Orion Communications Inc. to purchase and implement a Staff Scheduling Solution for the Miami-Dade Corrections and Rehabilitation Department.

CONTRACT NUMBER: EPP-RFP752
CONTRACT TITLE: Staff Scheduling Solution
TERM: Five years with five, two-year options-to-renew
APPROVAL TO ADVERTISE: August 3, 2010
METHOD OF AWARD: To the responsive and responsible proposer whose offer results in the best value to the County.
PREVIOUS CONTRACT AMOUNT: Not Applicable.
CONTRACT AMOUNT: \$898,509
*If the county chooses to exercise the five, two-year options-to-renew, the cumulative value will be \$1,898,814.

CLERK OF THE BOARD
2011 JAN -5 PM 3:12
CLERK, CIRCUIT & COUNTY COURTS
DADE COUNTY, FLA.
#1

USING/MANAGING AGENCY AND FUNDING SOURCE:

| Department | Allocation | Funding Source | Contract Manager |
|--|--------------------|----------------------|------------------|
| Miami-Dade Corrections and Rehabilitation Department | \$ 552,309 | ARRA – Federal Funds | Sheila Siddiqui |
| | \$346,201 | General Fund | |
| Total | \$ 898,510* | | |

**The initial purchase of the software, implementation, configuration, interface development, training services, and software escrow in the amount of \$552,309 is being paid with ARRA grant funds. This project will not require General Funds for the first twelve-eighteen months after final system acceptance*

by the County which is projected in June 2011. The remaining allocation will be funded through general fund requiring \$86,000 per year for continued software maintenance support services and software escrow for four years throughout the remainder of the initial term.

DPM AGENT/OFFICER: Melissa Adames, Department of Procurement Management

VENDOR RECOMMENDED FOR AWARD:

| Awardee | Address | Principal |
|--|---|----------------|
| Orion Communications, Inc. (Non-Local Vendor) | 8235 Douglas Avenue, Suite 410 Dallas, TX 75225 | Leslie DeLatte |

PERFORMANCE DATA: There are no performance issues with the recommended firm.

COMPLIANCE DATA: There are no compliance issues with the recommended firm.

VENDORS NOT RECOMMENDED FOR AWARD:

| Proposers |
|---|
| Intellitime Systems Corporation (Non-Local Vendor) |
| Novative Technology (Non-Local Vendor) |
| Principal Decision Systems International (Non-Local Vendor) |
| Visual Computer Solutions (Non-Local Vendor) |

REVIEW COMMITTEE DATE: August 4, 2010; Item #5-02

CONTRACT MEASURES: Not applicable due to funding source.

LIVING WAGE: The services being provided are not covered under the Living Wage Ordinance.

USER ACCESS PROGRAM: This contract does not include the 2% User Access Program provision. Federal funds are being used; the User Access Program provision does not apply.

LOCAL PREFERENCE: The Local Preference Ordinance was not applicable.

ESTIMATED CONTRACT COMMENCEMENT DATE: Upon approval by the County Manager.

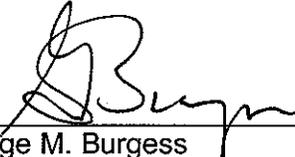
BACKGROUND

The Department of Procurement Management (DPM) proposals were sought for a turnkey, web-based, commercial off-the-shelf Staff Scheduling Solution. Five responses were received. Based on a comprehensive evaluation, the Review Team is recommending a contract with Orion Communications Inc. for award. The proposed Staff Scheduling Solution (Solution) by Orion Communications will provide the ability to automate time collection, manage rosters, conduct shift bidding, automate vacancy filling in conjunction with audit controls, and enhance accountability and reporting. It is anticipated that the Solution will improve Miami-Dade Corrections and Rehabilitation Department (MDCR) overtime management, conduct emergency staffing, send and receive work communications, share information with other County applications, produce management reports, and ensure equitable and consistent application of internal policies and procedures, collective bargaining agreements, and human resource policies.

The Solution is a comprehensive application that will be integrated into existing systems used by MDCR to automate current manual processes to meet operational needs. The Solution is web-based and will provide authorized users the ability to access information from any web browser to view information, make changes, and approve requests in real time. Orion Communications' approach, implementation, and training methodology for providing the required services will empower MDCR to have the required tools to manage and administer the Solution in-house.

Through staff negotiations, a savings of \$237,578 was achieved. Software maintenance and support services fees are fixed throughout the term of the contract, including all options-to-renew. Additionally, 500 dedicated hours have been incorporated into the contract at no cost to the County for use throughout the life of the contract. These hours will be required for additional programming, reporting, and/or professional services. These additional value added services will provide MDCR engagement with the vendor to ensure the Solution is performing optimally, and to implement changes required to meet operational needs. This project is partially funded by the American Recovery and Reinvestment Act (ARRA) of 2009 under the Edward Byrne Memorial Justice Assistance Grant, and will be implemented within six months.

Approved



George M. Burgess
County Manager





Date

Not Approved

George M. Burgess
County Manager

Date