



Legislation Text

File #: AI 13-1388, **Version:** 2

Consider recommendation from EAA staff to approve a contract with Express Information Systems, Inc., for the purchase and implementation of the Intaact Financial Management Cloud ERP Accounting Software in the amount of \$93,576.

RECOMMENDED MOTION:

Move the board approve a contract with Express Information Systems, Inc., for the purchase and implementation of Intaact Financial Management Cloud ERP Accounting Software in the amount of \$93,576, for the period October 12, 2016, through October 11, 2017, and authorizing the General Manager to execute the contract.

SUMMARY:

The purpose of this agenda item is for the board to consider an EAA staff recommendation to approve a contract with Express Information Systems, Inc., for the purchase and implementation of an EAA financial management software system.

In July 2016, the EAA issued a Request for Proposal (RFP) for the purchase of a financial management system. The EAA received responses from six proposers, two of which were M/WBE firms. Attached to this summary is the proposal evaluation matrix.

Of these responses, the EAA selected four to present their proposed solution to the EAA Finance team that would utilize and support this system on a daily basis. Based on these presentations and interviews with the four respondents, EAA staff is recommending Express Information Systems, Inc., based on their solution to build upon applications and tools already in use by the EAA. The use of applications already familiar to EAA staff reduces time and expense associated with development, training, and maintenance of the proposed solution. The comprehensiveness of their solution, user adaptability, report writing functionality, and overall cost were all considerations in the selection of the solution.

The draft contract with Express Information Systems, Inc., which has been reviewed by legal counsel is attached to this summary. This is a one-year agreement with a future annual subscription cost of \$35,826. The initial year annual subscription cost is included in the first year cost of \$93,576.

At the October 11 meeting, EAA staff and representatives from Express Information Systems, Inc., will be present to respond to questions from the board.

As a quorum of the Finance/Administrative Committee was not present at the September 27 meeting, this item is coming to the board as a staff recommendation. Staff recommends the board approve a contract with Express Information Systems, Inc., for the purchase and implementation of Intaact

Financial Management Cloud ERP Accounting Software in the amount of \$93,576, for the period October 12, 2016, through October 11, 2017.

M/WBE PARTICIPATION:

Express Information Systems, Inc., is a Woman Owned Business Enterprise vendor.

STRATEGIC PLAN REFERENCE:

This agenda item supports the EAA's policy direction as set forth in the EAA 2016-20 Strategic Plan: Goal H. Sustain Fiscal Stability.

FISCAL IMPACT:

Funding in the amount of \$93,576 is available in the 2016 operating budget. Funding for future annual subscription costs will be included in the appropriate annual operating budgets.