



Baldwin County Commission

Legislation Text

File #: 21-0141, Version: 1

Meeting Type: BCC Regular Meeting

Meeting Date: 11/17/2020

Item Status: New

From: Wanda Gautney, Purchasing Director/Ron Ballard, Juvenile Detention Center Director/Brian Peacock, Communications Information Systems Director

Submitted by: Loren Lucas, Assistant Purchasing Director

ITEM TITLE

Request for Proposals (RFP) for the Purchase and Implementation of a Juvenile Justice Information System Software Solution for the Baldwin County Juvenile Detention Center

STAFF RECOMMENDATION

Award the Request for Proposals (RFP) for the purchase and implementation of a Juvenile Justice Information System Software Solution for the Baldwin County Juvenile Detention Center to the vendor who submitted the lowest priced proposal, **Handel Information Technologies, Inc.**, as per the attached Award Listing and authorize the Chairman to execute the Contract. (Contract is effective on the date of its' full execution.)

BACKGROUND INFORMATION

Previous Commission action/date:

09/15/2020 meeting: Approved the attached Request for Proposals (RFP) for the purchase and implementation of a Juvenile Justice Information System Solution for the Baldwin County Juvenile Detention Center and authorized the Purchasing Director to advertise the RFP.

Background: The Commission approved during their September 15, 2020 meeting, the Request for Proposals be advertised for a Juvenile Justice Information System Software Solution that includes software, implementation and support services as defined in this Request for Proposals (RFP). The RFP's were received in the Purchasing Office on October 21, 2020, at 2:00 p.m. Two (2) firms submitted a proposal. The RFP's were tabulated based on information and pricing provided. The lowest price was received from Handel Information Technologies, Inc. Staff feels that Handel Information Technologies, Inc. met or exceeded the requirements set out in the RFP and will provide the work defined in the RFP a system that will meet the complexity required by the Baldwin County Juvenile Detention Center. Handel Information Technologies, Inc. provided the option for either remote or on-site training. Staff recommendation is to choose remote training, which is a cost savings of \$1,464.00 compared to on-site training. Award Listing and Tabulation is attached for review.

The funding for this project was approved during the Fiscal Year 2021 budget cycle.

FINANCIAL IMPACT

Total cost of recommendation: \$98,351.04

Budget line item(s) to be used: 52610.5500

If this is not a budgeted expenditure, does the recommendation create a need for funding?

The Fiscal Year 2021 Budget included \$60,000 towards the purchase of a software program for Baldwin County Juvenile Detention Center. Staff is requesting that the purchase of the software (\$98,351.04) be approved and the additional funding that is required will come from Fund 105 Fund Balance - to be submitted via Budget Amendment Resolution at a later date.

LEGAL IMPACT

Is legal review necessary for this staff recommendation and related documents?

Standard County Contract for Professional Services

Reviewed/approved by: N/A

Additional comments: N/A

ADVERTISING REQUIREMENTS

Is advertising required for this recommendation? N/A

If the proof of publication affidavit is not attached, list the reason: N/A

FOLLOW UP IMPLEMENTATION

For time-sensitive follow up, select deadline date for follow up: 11/17/2020

Individual(s) responsible for follow up: Wanda Gautney/Purchasing Director, Christie Davis/Senior Budget Accountant

Action required (list contact persons/addresses if documents are to be mailed or emailed):

Purchasing staff - letter to vendors; Budget staff - budget amendment resolution to be submitted for Commission approval at a later date.

Additional instructions/notes: N/A