



## Legislation Text

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File #: 2018-995, Version: 1

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### **GLWA CS-071 Change Order No. 3 Information Technology Staff Augmentation**

Agenda of: November 28, 2018

Item No.: **2018-995**

Amount:	Original Contract:	\$ 822,280.00
	Amendment No. 1:	\$ 966,560.00
	Amendment No. 2:	\$ 990,920.00
	Amendment No. 3:	\$ 667,520.00
	New Contract Total:	\$3,447,280.00

**TO:** The Honorable  
Board of Directors  
Great Lakes Water Authority

**FROM:** Sue F. McCormick  
Chief Executive Officer  
Great Lakes Water Authority

**DATE:** November 6, 2018

**RE:** **Contract No.: GLWA CS-071 Change Order No. 3  
Information Technology Staff Augmentation  
Vendor: Data Consulting Group, Inc.**

### **MOTION**

Upon recommendation of Jeffrey E. Small, Chief Information Officer, the Board of Directors (Board) of the Great Lakes Water Authority (GLWA), authorizes the Chief Executive Officer (CEO) to **enter into Change Order No. 3 for Contract No. GLWA CS-071 Change Order No. 3, "Information Technology Staff Augmentation" with Data Consulting Group, Inc., at a cost not to exceed \$667,520.00, bringing the contract total to \$3,447,280.00 for a duration of 12 months making the full contract term from January 1, 2016 through December 31, 2019;** and authorizes the CEO to take such other action as may be necessary to accomplish the intent of this vote.

## **BACKGROUND**

It is necessary for GLWA IT to maintain a core group of highly specialized technical resources. A limited number of contractual staff are currently retained via Data Consulting Group (DCG). These contracted resources perform critical software and infrastructure activities for several existing initiatives. Activities include performing corrective and preventative maintenance, making functional improvements, and resolving end user issues with mission critical networks and servers, essential databases, and business applications, and desktops, laptops, and mobile devices. In order to decrease costs and provide for more optimal and sustainable IT operations, the IT Group has worked diligently over the term of contract CS-071 to transition contract resources performing more ongoing operational support and maintenance tasks to direct hire positions.

An overview of the contractor roles and transitioned positions are as follows:

Original contract (1/1/16 - 12/31/16) - contract amount \$822,280

Change Order No. 1 (1/1/17 - 12/31/17) - contract amount \$966,560

Change Order No. 2 (7/1/17 - 12/31/18) - contract amount \$990,920\*

Change Order No. 3 (1/1/19 - 12/31/19) - contract amount \$667,520

\* Change Order No. 2 included additional 960 hours in 2017 for ERP Project Manager as project needs required extending resource.

## **JUSTIFICATION**

Contract Change Order No. 3 to GLWA-CS-071 will allow the Great Lakes Water Authority (GLWA) Information Technology (IT) Group to engage and retain qualified technical resources necessary to implement and support various ongoing and future information systems projects. A limited number of contractual staff are currently retained via Data Consulting Group (DCG). The Information Technology Group will also engage DCG to recruit and screen additional specialized technical resources for staff augmentation as project needs evolve or new projects arise. Change Order No. 3 adds additional hours for contractual resources that are actively supporting current active projects. This change order is also structured to include as needed hours for any additional specialized technical resources that may be required for projects. This change order extends the contract timeline from December 31, 2018 to December 31, 2019 and adds \$667,520.00 to GLWA-CS-071, bringing the contract total to \$3,447,280.00.

## **BUDGET IMPACT**

**Summary:** Sufficient funds are provided in the financial plan for this project.

**Funding Source:** Operations & Maintenance Budget

**Cost Centers:** Office of the CIO (Centralized Services 883301)

Info Technology Enterprise Applications (Centralized Services 883341)

Info Technology Business Applications (Centralized Services 883351)

**Expense Type:** Contract Services - Information Technology (617400)

**Estimated Cost by Year and Related Estimating Variance:** See below:

FISCAL YEAR	AMOUNT
FY 2019 Plan	\$667,520.00
Financial Plan Estimate	\$667,520.00
Maximum Contract	\$667,520.00
Estimating Variance	\$000.00

**PROJECT MANAGEMENT STATUS**

Renewing for one (1) year of Information Technology staff augmentation services.

Original Contract Time One (1) Year

Amendment No. 1 One (1) Year

Amendment No. 2 One (1) Year

Amendment No. 3 One (1) Year

New Contract Time Four (4) Years

**PROJECT ESTIMATE**

Original Contract:	\$ 822,280.00
Amendment No. 1:	\$ 966,560.00
Amendment No. 2:	\$ 990,920.00
Amendment No. 3:	\$ 667,520.00
New Contract Total:	\$3,447,280.00

**COMMITTEE REVIEW**

This item was presented to the Operations and Resources Committee at its meeting on November 14, 2018. The Operations and Resources Committee unanimously recommended that the GLWA Board adopt the resolution as presented, subject to receiving information regarding the hours.

**SHARED SERVICES IMPACT**

A portion of this service is within the scope of the existing shared services agreement. The programmer analyst identified in the table above provides some labor for ITS001 - Automatic Meter Reading Technology Suite and ITS007 - Departmental Administrative Data Systems (DADS) per the shared services agreements. The resource's time is tracked and documented daily and allocated

based on actual time worked.