



Legislation Text

File #: 2019-395, Version: 1

Proposed Change Order No. 4
GLWA CS-071
Staff Augmentation

Agenda of: December 11, 2019

Item No.: **2019-395**

Amount:	Original Contract:	\$ 822,280.00
	Change Order No. 1:	\$ 966,560.00
	Change Order No. 2:	\$ 990,920.00
	Change Order No. 3:	\$ 667,520.00
	Proposed Change Order No. 4	\$ 667,520.00
	Total Revised Contract	\$4,114,800.00

TO: The Honorable
Board of Directors
Great Lakes Water Authority

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

DATE: **October 2, 2019**

RE: **Proposed Change Order No. 4**

Contract No.: 4000012 / 1903673 - GLWA-CS-071
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 Contract No. GLWA-CS-071 Change Order No. 4, "Staff Augmentation" with Data Consulting Group, Inc., at an increased cost of \$667,520.00, for a total cost not to exceed of \$4,114,800.00, with an increase of 12 months for a total duration of five years;** 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, resolving end user issues with mission critical networks and servers, essential databases, business applications, 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

1/1/2016 - 12/31/2016

DCG Contractor Roles	Number of Hours
Business Analyst	1150
IT Manager	120
Project Manager	1200
Network Engineer	1960
Service Desk Support	2600
Database Developer Analyst	1640
Programmer Analyst	1960

Change Order #1

1/1/2017 - 12/31/2017

DCG Contractor Roles	Number of Hours
IT Administration	2264
ERP Project Manager	960
Network Engineer	1960
Service Desk Support	1960
Database Developer Analyst	1960
Programmer Analyst	1960

Change Order #2

7/1/2017 - 12/31/2017

DCG Contractor Roles	Number of Hours
ERP Project Manager	960

1/1/2018 - 12/31/2018

DCG Contractor Roles	Number of Hours
Ceridian Project Manager	1000
Database Developer Analyst	1960
Programmer Analyst	1960
Staff Augmentation	TBD

Change Order #3:

1/1/2019 - 12/31/2019

DCG Contractor Roles	Number of Hours
Database Developer Analyst	1960
Programmer Analyst	1960
Staff Augmentation	TBD

Change Order #4:

1/1/2020 - 12/31/2020

DCG Contractor Roles	Number of Hours
Database Developer Analyst	1960
Programmer Analyst	1960
Staff Augmentation	TBD

JUSTIFICATION

Contract Change Order #4 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 #4 adds additional hours for contractual resources that are actively supporting current active projects.

This change order is also structured to include tentative hours for any additional specialized technical resources that may be needed for projects. This change order extends the contract timeline from December 31, 2019 to December 31, 2020 and adds \$667,520.00 to GLWA-CS-071, bringing the contract total to \$4,114,800.00.

PROJECT MANAGEMENT STATUS

Original Contract Time	12 Months
Change Order No.1:	12 Months
Change Order No.2:	12 Months
Change Order No.3:	12 Months
Proposed Change Order No.4:	12 Months
New Contract Time	60 Months

PROJECT ESTIMATE

Original Contract Price	\$ 822,280.00
Change Order No. 1:	\$ 966,560.00
Change Order No. 2:	\$ 990,920.00
Change Order No. 3:	\$ 667,520.00
Change Order No. 4	\$ 667,520.00
New Contract Total	\$ 4,114,800.00

FINANCIAL PLAN 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)
Information Technology Business Productivity Systems (Centralized Services 883341)
Information Technology Enterprise Asset Management Systems (Centralized Services 883351)

Expense Type: Contract Services - Information Technology (617400)

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

Fiscal Year	Amount
FY 2016 Plan	\$411,140.00
FY 2017 Plan	894,420.00
FY 2018 Plan	978,740.00
FY 2019 Plan	829,220.00
FY 2020 Plan	667,520.00
FY 2021 Plan	333,760.00
Financial Plan Estimate	\$4,114,800.00
Maximum Contract	4,114,800.00
Estimating Variance	\$0.00

COMMITTEE REVIEW

This item was presented to the Operations and Resources Committee at its meeting on November 13, 2019. The Operations and Resources Committee unanimously recommended that the GLWA Board adopt the resolution as presented.

SHARED SERVICES IMPACT

The indicated programmer analyst provides some labor ITS007 - Departmental Administrative Data Systems (DADS) per the shared services agreement. The resource's time is documented daily and allocated based on actual time worked. This service is within the scope of the existing shared services agreement.