City of Columbus

Legislation Details (With Text)

File #:	2927-2016	**Version:**	1	
Type:	Ordinance	**Status:**		Passed
File created:	11/7/2016	**In control:**		Technology Committee
On agenda:	12/5/2016	**Final action:**		12/7/2016

Title: To authorize the Director of the Department of Technology, on behalf of the Columbus City Attorney, to modify an agreement with Matrix Pointe Software, LLC to extend the current contract and to also include funding for professional services hours for follow up training on the case management system; to authorize the expenditure of $35,000.00 from the Department of Technology, Information Services Operating Fund; and to declare an emergency. ($35,000.00)

Sponsors:

Indexes:

Code sections:

Attachments: 1. Post Implementation Training Quote.pdf, 2. Matrix Contract Time Extension.pdf, 3. 2927-2016 EXP.pdf

Date	Ver.	Action By	Action	Result
12/7/2016	1	CITY CLERK	Attest	
12/7/2016	1	MAYOR	Signed	
12/5/2016	1	COUNCIL PRESIDENT	Signed	
12/5/2016	1	Columbus City Council	Approved	Pass

BACKGROUND:

This legislation will authorize the Director of the Department of Technology, on behalf of the Columbus City Attorney, to modify an agreement with Matrix Pointe Software, LLC to extend the current contract for an additional nine months and to also include funding for professional services hours for follow up training. The Matrix Pointe Software is a case management system that the City Attorney's office uses to automate processing and store information related to legal matters assigned to their office. The original agreement (EL017301) was authorized by ordinance 1028-2015, passed May 15, 2015. The coverage term period of the original agreement was eighteen (18) months from the date of a purchase order certified by the Columbus City Auditor's Office, making the coverage term period of that agreement from July 21, 2015 through January 20, 2017. The coverage term period of this agreement will be from January 21, 2017 through October 20, 2017. The cost for the professional services is $35,000.00 (200 hrs. at $175 per hour).

1. **Amount of additional funds to be expended: $35,000.00**
   Original contract amount: $667,600.00
   Modification #1: $35,000.00
   Amount of original contract and modifications: $702,600.00

2. **Reason additional goods/services could not be foreseen:**
   There is a risk that the project will not be completed prior to the contract expiring. In addition, funding for training needs to be added.

3. **Reason other procurement processes are not used:**
   It is not feasible to bid for an alternate service since Matrix Pointe Software, LLC. developed the software for the Matrix system.

4.   How cost of modification was determined:
    Matrix provided the line item for additional follow up training in their original proposal.

EMERGENCY:
There is an immediate need to modify this agreement with Matrix Pointe Software, LLC to extend the current contract term and to also include funding for professional services hours for follow up training on the case management system. The Columbus City Attorney's Office requests emergency designation so as to avoid interruption in the performance of services necessary in the usual daily operation, and to facilitate contract execution and related payment for services.

FISCAL IMPACT:
In 2015, the Department of Technology legislated $670,000.00 (of which $667,600.00 via EL017301 was placed on a contract agreement with Matrix Pointe Software, LLC, authorized by ordinance 1028-2015, passed May 15, 2015) for the purchase and implementation of a case management system. This ordinance authorizes a modification to the original contract agreement with Matrix Pointe Software, LLC to extend the current contract term and to also include funding for professional services hours for follow up training on the case management system, in the amount of $35,000.00. Including this modification request, the aggregate contract total amount is $702,600.00. Funds have been identified and are available within the Department of Technology, Information Services Operating fund budget.

CONTRACT COMPLIANCE:
Vendor: Matrix Pointe Software, LLC (DAX Vendor Acct. #: 002774; CC#: 27-0616884; Expiration Date: 10/11/2018

To authorize the Director of the Department of Technology, on behalf of the Columbus City Attorney, to modify an agreement with Matrix Pointe Software, LLC to extend the current contract and to also include funding for professional services hours for follow up training on the case management system; to authorize the expenditure of $35,000.00 from the Department of Technology, Information Services Operating Fund; and to declare an emergency. ($35,000.00)

WHEREAS, this legislation will authorize the Director of the Department of Technology, on behalf of the Columbus City Attorney, to modify an agreement with Matrix Pointe Software, LLC to extend the current contract and to also include funding for professional services hours for follow up training, in the amount of $35,000.00; and

WHEREAS, the original agreement (EL017301) was authorized by ordinance 1028-2015, passed May 15, 2015, for the purchase and implementation of a case management system. The coverage term period of the original agreement was eighteen (18) months from the date of a purchase order certified by the Columbus City Auditor's Office, which was July 21, 2015 making the coverage term period of that agreement from July 21, 2015 through January 20, 2017. The coverage term period of this agreement will be from January 21, 2017 through October 20, 2017. The cost for the professional services is $35,000.00 (200 hrs. at $175 per hour); and

WHEREAS, Matrix Pointe Software is a case management system used to automate processing and store information related to legal matters assigned to the Columbus City Attorney's Office; and

WHEREAS, an emergency exists in the daily operation of the Columbus City Attorney's Office in that it is immediately necessary to authorize the Director of the Department of Technology, on behalf of the Columbus City Attorney, to modify an agreement with Matrix Pointe Software, LLC to extend the current contract and to also include funding for professional services hours for follow up training associated with the case management system, for the immediate preservation of the public health, peace, property and safety.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:

SECTION 1: That the Director of the Department of Technology, on behalf of the Columbus City Attorney, be and is hereby authorized to modify an agreement with Matrix Pointe Software, LLC to extend the current contract and to also

include funding for professional services hours for follow up training on the case management system utilized by the Columbus City Attorney's Office. The coverage term period of the original agreement was eighteen (18) months from the date of a purchase order certified by the Columbus City Auditor's Office (July 21, 2015 through January 20, 2017). The extended coverage term period will be from January 21, 2017 through October 20, 2017. The cost for the professional services is $35,000.00 (200 hrs. at $175 per hour).

SECTION 2:   That the expenditure of $35,000.00 or so much thereof as may be necessary is hereby authorized to be expended from **(Please see attachment 2927-2016 EXP):**

Dept.: 47| **Div.:** 47-01|**Obj Class:** 03 |**Main Account:** 63970| **Fund:** 5100|**Sub-fund:** 510001|**Program:**CW001|**Section 3:**470104| **Section 4:**IS01|**Section 5:** IT1204{City Attorney}|**Amount:** $35,000.00|

SECTION 3: That the City Auditor is authorized to make any accounting changes to revise the funding source for all contracts or contract modifications associated with this ordinance.

SECTION 4: That the funds necessary to carry out the purpose of this ordinance are hereby deemed appropriated, and the City Auditor shall establish such accounting codes as necessary.

SECTION 5: That for the reasons stated in the preamble hereto, which is hereby made a part hereof, this ordinance is hereby declared to be an emergency measure and shall take effect and be in force from and after its passage and approval by the mayor, or ten days after passage if the mayor neither approves nor vetoes the same.