

CITY COUNCIL AGENDA TOPIC

Resolution authorizing the execution of an amendment to the ProjectCorps Professional Services Agreement to increase spending authority from a not-to-exceed amount of \$1,000,000, plus all applicable taxes, to a not-to-exceed amount of \$2,000,000, plus all applicable taxes.

Sabra Schneider, Chief Information Officer, 452-4890

PJ Rodriguez, Chief Operating Officer, 452-4205

Information Technology Department

EXECUTIVE SUMMARY**ACTION**

This Resolution authorizes the execution of an amendment to the ProjectCorps Professional Services Agreement from a not-to-exceed amount of \$1,000,000, plus all applicable taxes, to a not-to-exceed amount of \$2,000,000, plus all applicable taxes.

RECOMMENDATION

Move to adopt Resolution No. 10367.

BACKGROUND/ANALYSIS

There is an ongoing need to augment internal Information Technology (IT) as well as the Utility Department resources and obtain specialized IT skills on-demand. As a result of a competitive process in Q4 2020, the City selected consulting firm ProjectCorps to provide these IT resources and skills and executed the ProjectCorps Professional Services Agreement on February 1, 2021, for \$90,000. The City approved an additional \$400,000 in spending authority on March 2, 2021 (Amendment #1) and an additional \$510,000 in spending authority on February 14, 2023 (Amendment #2), bringing a total spending authority to a not-to-exceed amount of \$1,000,000, plus applicable taxes. On January 9, 2024, the agreement was extended for an additional two (2) years, for a total term of five (5) years (Amendment #3).

To date, the City has leveraged ProjectCorps resources for multiple projects, including Council Broadcast Equipment and Enterprise Point of Sale. Staff in both IT and Utilities have multiple projects scheduled which require the use of project management support, including the Customer Information and Billing System (CIBS) implementation and Project and Portfolio Management (PPM) system. To address staffing services needs to support IT and Utilities, this Amendment #4 provides additional spending authority of \$1,000,000 to a not-to-exceed amount of \$2,000,000, plus applicable taxes.

POLICY & FISCAL IMPACTS**Policy Impact**

Bellevue City Code 4.28 provides for the fair and equitable treatment of all persons involved in the purchasing process. Council approval is required to award the bid where the cost exceeds \$350,000.

Fiscal Impact

This expenditure is accommodated within the 2024 IT and Utilities Department budgets. Service costs planned for the 2025-2026 years will be incorporated in subsequent budget processes. The estimated total cost for five years of service will be approximately \$2,000,000, plus all applicable taxes.

OPTIONS

1. Adopt the Resolution authorizing the execution of an amendment to the ProjectCorps Professional Services Agreement to increase spending authority from a not-to-exceed amount of \$1,000,000, plus all applicable taxes, to a not-to-exceed amount of \$2,000,000, plus all applicable taxes.
2. Do not adopt the Resolution and provide alternative direction to staff.

ATTACHMENTS

Proposed Resolution No. 10367

AVAILABLE IN COUNCIL LIBRARY

ProjectCorps Modified Professional Services Agreement 2021

ProjectCorps Amendment #1

ProjectCorps Amendment #2

ProjectCorps Amendment #3

ProjectCorps Amendment #4 (Proposed)