

CITY COUNCIL AGENDA MEMORANDUM

SUBJECT

Resolution No. 9083 authorizing execution of an amendment to a Professional Services On-Call Agreement with Slalom, LLC for staffing that increases the “not to exceed” contract amount to \$290,000 and extends the term of the Agreement for an additional year.

FISCAL IMPACT

This action authorizes the City Manager to amend the City's agreement with Slalom, LLC to increase the contract amount from a “not to exceed” \$90,000 to a “not to exceed” amount of \$290,000. The IT department will use existing Maintenance and Operations dollars to fund the consulting services.

STAFF CONTACT

Bonnie Grant, IT Manager, 452-4065

Sabra Schneider, Chief Operations Officer, 452-4890

Information Technology Department

DIRECTION NEEDED FROM COUNCIL

Authorize an amendment with Slalom, LLC to extend the agreement value.

BACKGROUND

ITD leverages consulting resources as an efficient and effective way to obtain specialized technical expertise or as a means to provide short-term staffing for projects where additional resources are required. The proposed amendment to the agreement with Slalom, LLC is consistent with this practice.

The skills and expertise provided by the existing agreement with Slalom, LLC includes project management and technical expertise for public WiFi (*BellevueConnect*) expansion. Based on the performance of the vendor, and assistance needed for other technology projects currently on the ITD work plan, staff is seeking to expand the contract amount and duration of the agreement for assistance on other engagements.

Within the scope of this amendment, IT will contract for specific technical skills that would not be feasible to develop and maintain in-house. Projects include:

- **SharePoint upgrade:** SharePoint is leveraged as a tool for content management and communication within the organization. ITD will partner with the vendor to assist with an upgrade to the software and implement best practices. The partnership is expected to accelerate the project schedule and leverage the technical specialist's experience and expertise with similar projects in other organizations.
- **Web content design for the City's website:** The vendor will assist with training of staff and development of best practices related to design and content publication. The vendor will also provide knowledge transfer and assistance to internal staff in order to maintain tools to produce content for our City web site that resonates with our users of the City's website.

EFFECTIVE DATE

If adopted, this Resolution will become effective immediately.

OPTIONS

1. Adopt the Resolution authorizing execution of an amendment to a Professional Services On-Call Agreement with Slalom, LLC for staffing that increases the “not to exceed” contract amount to \$290,000 and extends the term of the Agreement for an additional year.
2. Do not adopt the Resolution and provide alternative direction to staff.

RECOMMENDATION

Option 1.

MOTION

Move to adopt Resolution No. 9083 authorizing execution of an amendment to a Professional Services On-Call Agreement with Slalom, LLC for staffing that increases the “not to exceed” contract amount to \$290,000 and extends the term of the Agreement for an additional year.

ATTACHMENTS

Proposed Resolution No. 9083

AVAILABLE IN COUNCIL DOCUMENT LIBRARY

On Call Professional Services Contract with Slalom, LLC
Contract Amendment Form