

BOARD MEETING DATE: May 03, 2024

AGENDA NO. 7

PROPOSAL: Execute Contracts for Short and Long-Term Systems Development, Maintenance and Support Services

SYNOPSIS: In October 2023, the Board approved the release of an RFP to obtain short- and long-term systems development, maintenance, and support services. This action is to execute new contracts to obtain these services on a task order basis. Executing contracts with multiple bidders provides a pool of well-qualified professionals who have demonstrated their understanding of and expertise in meeting agency needs, and enables South Coast AQMD to obtain cost-effective and technically responsive support.

COMMITTEE: Administrative, April 12, 2024; Recommended for Approval

RECOMMENDED ACTIONS:

1. Authorize the Chair to execute a contract for systems development and support services with AgreeYa Solutions, Inc., in the amount of \$60,000 from Information Management's FY 2023-24 Budget;
2. Authorize the Chair to execute a contract for systems development and support services with Prelude Systems, Inc., in the amount of \$330,000 from Information Management's FY 2023-24 Budget;
3. Authorize the Chair to execute a contract for systems development and support services with Sierra Cybernetics, Inc., in the amount of \$65,000 from Information Management's FY 2023-24 Budget; and
4. Authorize the Chair to execute a contract for systems development and support services with Varsun eTechnologies Group, Inc., in the amount of \$250,000 from Information Management's FY 2023-24 Budget.

Wayne Nastri
Executive Officer

Background

In October 2023, South Coast AQMD released RFP #P2024-04 for Systems Development, Maintenance and Support Services to solicit bids from consultants capable of providing a full range of high-quality systems development, maintenance, and support services; enterprise resource planning; customer relationship management; and content management system services. The requested services include both routine maintenance of functional systems, as well as enhancements to existing systems and new system development. Additional development efforts are needed to enhance system functionality and to provide South Coast AQMD staff with additional automation to improve productivity. At the same time, Information Management is developing and/or acquiring systems capable of efficiently implementing new and evolving rules and programs.

A task order contract for a term of one year will be used, with the option to extend the term for two (2) one-year periods. Due to the indefinite nature of the work, the final contract amount cannot be determined at this time. As is the case with this action, funding for each contract will be added upon approval of a task order.

Outreach

In accordance with South Coast AQMD's Procurement Policy and Procedure, a public notice advertising the RFP/RFQ and inviting bids was published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County's Press Enterprise newspapers to leverage the most cost-effective method of outreach to the South Coast Basin.

Additionally, potential bidders may have been notified utilizing South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFP/RFQ has been emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations and placed on South Coast AQMD's website (<http://www.aqmd.gov>).

Evaluation

Ten vendors attended the mandatory Bidder's Conference via Zoom held on November 8, 2023. Six bids were received in response to the RFP when final bidding closed at 1:00 p.m. on December 8, 2023. Of the six bids, one was from a woman-owned business enterprise, three were from certified small businesses, two were verified local businesses, and two were from a certified minority-owned business enterprise.

Of the six responding bids, four were rated technically qualified to perform the work identified in the RFP; two did not achieve the minimum 56 points required to meet the technical criteria. Attachment A reflects the evaluation of the four qualified proposals and their respective scores.

Panel Composition

The six-member evaluation panel consisted of: a System Administrator from San Luis Obispo County Air Pollution Control District, and five South Coast AQMD staff members: one Senior Air Quality Engineering Manager, one Quality Assurance Manager, three IT Managers. Of the six panelists, three are Asians, one is South Asian, two are Caucasians; one is female and five are male.

Proposal

Staff proposes to execute contracts in the amount of \$60,000 with AgreeYa Solutions, Inc., \$330,000 with Prelude Systems, Inc., \$65,000 with Sierra Cybernetics, Inc. and \$250,000 with Varsun eTechnologies Group, Inc. for the specific task orders listed in Attachment B.

Resource Impacts

Sufficient funding is available in Information Management's FY 2023-24 Budget.

Attachments

- A. RFP Evaluation Summary
- B. Task Order Summary

ATTACHMENT A

RFP Evaluation Summary

Summary of Evaluation of Qualified Respondents to RFP #P2024-4 Vendor	Technical Score	Cost Score	Additional Points	Total Score
AgreeYa Solutions, Inc.	65	24	20	109
Prelude Systems, Inc.	62	24		86
Sierra Cybernetics, Inc.	66	22	17	105
Varsun eTechnologies Group, Inc.	67	30	17	114

ATTACHMENT B

Task Order Summary

TASK	DESCRIPTION	ESTIMATE	AWARD TO
System Maintenance	To provide maintenance and development work for suite of Web Applications and Web Services	\$60,000	AgreeYa
Annual Emission Reporting (AER) Enhancement	Expansion of AER for Toxics Reporting Regulation	\$250,000	Prelude
eMovers System Maintenance	Maintenance of online submittal system for Rule 2202 form submittals	\$30,000	Prelude
Rule 2202 Enhancement	Enhancement of Rule 2202 reporting systems based on rule amendment	\$50,000	Prelude
Rule 1109.1 B-Cap Reporting System	To develop online reporting system for Rule 1109.1 B-Cap requirements	\$50,000	Sierra
Web Application/Web Services Maintenance	To provide maintenance and development work for suite of Web Applications and Web Services	\$15,000	Sierra
Carl Moyer GMS	To develop the final phase of Carl Moyer GMS	\$250,000	Varsun
TOTAL		\$705,000	