



PURCHASING ITEM FOR COUNCIL AGENDA

1. Agenda Item Number:

32

2. Council Meeting Date:

May 12, 2016

TO: MAYOR AND COUNCIL

3. Date Prepared: April 15, 2016

THROUGH: CITY MANAGER

4. Requesting Department: City Manager – Information Technology

5. SUBJECT: Purchase of Information Technology Consulting and Temporary Contract Staffing

6. RECOMMENDATION: Staff recommends City Council approve the utilization of the State of Arizona Contract No. ADSPO12-031581, with Guidesoft, Inc., dba Knowledge Services, for Information Technology consulting and temporary contract staffing services, in an amount not to exceed \$100,000.

7. BACKGROUND/DISCUSSION: Information Technology has historically hired temporary employees to assist in special projects or backfill vacant positions by utilizing competitively bid temporary staffing agreements. These temporary employees have specialized skills in specific technical areas which complement Information Technology staff and are intended to work on a temporary basis for a specific assignment. Since the beginning of this fiscal year, Information Technology has attempted to fill an IT Integration Messaging Developer vacancy with no success. This 10 month vacancy has created a large backlog in support and development of enterprise system interfaces across City applications. Staff recommends using the salary savings from the vacant position to bring in an outside resource that will allow the City to begin to catch up on the backlog of work. In order to address this staffing issue on a longer term basis, an existing employee was recently promoted into this position. This resource will support the backlog issue while the employee trains to meet the requirements of the position. At a resource cost of \$120 per hour, this item will provide approximately 20 weeks of support.

8. EVALUATION: The State of Arizona competitively solicited and awarded a contract for a Managed Services Provider (MSP) capable of providing sourcing, assignment, and management for all assignments in the Information Technology staffing and consulting industry, regardless of personnel class or project duration. The City has a current Intergovernmental Agreement with the State of Arizona allowing for the cooperative use of State contracts. Staff recommends cooperative use of this contract because it allows the City to find specialized technical resources in a timely manner.

9. FINANCIAL IMPLICATIONS:

Cost: \$100,000

Savings: N/A

Long Term Costs: N/A

Acct. No.:	Fund:	Program Name:	CIP Funded:	Amount:
101.1200.5219.0.0.0	General Fund	No Program	No	\$100,000

10. PROPOSED MOTION: Move City Council approve the utilization of the State of Arizona Contract No. ADSPO12-031581, with Guidesoft, Inc., dba Knowledge Services, for Information Technology consulting and temporary contract staffing services, in an amount not to exceed \$100,000.

ATTACHMENTS: None.

**APPROVALS**

**11. Requesting Department**

 for Rachelle Faherty  
Rachelle Faherty, IT Applications Support Manager

**13. Department Head**

  
Steven Philbrick, Chief Information Officer

**12. Procurement Officer**

  
Carolee Stees, CPPB

**14. City Manager**

  
Marsha Reed