

MEMORANDUM

To: Mayor and City Council

From: Chris Pike, Finance Director

Date: April 21, 2014

Subject: **Discussion to Exercise Option Year for Municipal Service Providers**

ITEM DESCRIPTION

To exercise the City's option to retain municipal services providers for the fourth year of the contracts.

BACKGROUND

The City initiated the RFP process in March, 2011 for governmental services to be provided to the City starting in January, 2012. We received 31 proposals from 20 firms. The 2011 Requests for Proposals (RFP) for Governmental Services strategically expanded the number of proposals solicited by breaking out Information Technology, Public Relations and Marketing and Parks and Recreation as individual service areas. Previously, those services were combined with other categories. The City encouraged firms to provide discounted pricing for services if multiple service areas were awarded to a single firm.

The contract terms called for a set pricing for up to four years. The fourth year's term was an optional term at the City's discretion to be approved by Council. Each contractor has performed at a satisfactory level. The pricing on the contracts for the current fiscal year and optional year are as follows:

Service	Provider	2014	2015
Finance & Admin	JAT Consulting	\$ 1,249,996	\$ 1,249,996
Information Tech	InterDev	309,662	325,919
Marketing	Jacobs Engineering	298,983	304,782
Community Development	Clark Patterson Lee	1,587,000	1,587,000
Public Works & Parks	Low Engineers	500,000	445,000
		<u>\$ 3,945,641</u>	<u>\$ 3,912,697</u>

ALTERNATIVES

Council may choose to rebid any or all of the contracts in 2014 instead of exercising the option for the four year.

RECOMMENDED ACTION

Staff recommends the Council exercise the City's option to renew the municipal service provider contracts for all five vendors.