AGENDA REQUEST & STAFF REPORT

For Board Business Meeting of March 9, 2016

DATE: March 4, 2016.

FROM: Wayne Lowry. Finance 6559

TITLE OF AGENDA ITEM:
Approval of Intent to Award contract for an Integrated Financial Management and Human Resources System to Tyler Technologies.

PUBLIC HEARING ON THIS DATE? No

BACKGROUND AND POLICY IMPLICATIONS:
The County Negotiating Team and the Project Steering Committee met with the Board of Commissioners at their Work Session on March 2 to discuss the selection process, the functionality and efficiencies the County hopes to achieve, the highlights of the tentative contract and the timeline of the project. This Board action takes the next steps to initiate the process to approve the contract with Tyler Technologies. Attached you will find the Intent to Award notice. Once approved, other participants in our selection process will have 7 days to protest the intent to award action. If no protests are filed during the 7 day period, the Board may sign the contract.

FISCAL IMPLICATIONS:
The estimated contract price is $1,435,833. The project has been funded by the general fund which will be repaid over a seven year period through annual charges to departments.

RECOMMENDATION & ACTION REQUESTED:
Approve issuance of the Intent to Award a contract to Tyler Technologies.

ATTENDANCE: Erik Kropp, Assistant County Administrator.

DISTRIBUTION OF DOCUMENTS:
Teri Maerki, Finance.
March 9, 2016

NOTICE OF INTENT TO AWARD CONTRACT

On May 7, 2015 the County received proposals for an Integrated Financial Management and Human Resources Software System. The County Selection Committee comprised of representatives from several county departments considered proposals, evaluated demonstrations, talked with references and sought feedback from County staff. From the selection process, the selection determined that the successful bidder was: Tyler Technologies.

This Notice of Intent to Award Contract is issued pursuant to Oregon Revised Statute (ORS) 279B.135. A copy of this Notice of Intent to Award is being provided to the firms or individuals that submitted a proposal for this service. See attached list. Any firm or person who believes that they are adversely affected or aggrieved by the intended award set forth in this Notice, may submit a written protest within seven (7) calendar days after the issuance of this Notice of Intent to Award to the Board of County Commissioners of Deschutes County, Oregon, at the above address. The seven (7) day protest period will expire at 5:00pm on March 16, 2016.

Any protest must be in writing and specify any grounds upon which the protest is based. If a protest is filed, a hearing will be held no sooner than 10:00am on March 30, 2016, before the Board of County Commissioners of Deschutes County, Oregon, acting as the Contract Review Board, at Deschutes County Services Center, 1300 NW Wall St., Bend, Oregon, 97703.

If no protest is filed within the protest period, this Notice of Intent to Award Contract becomes an Award of Contract without further action by the Board of County Commissioners unless the Board, for good cause, rescinds this Notice before the expiration of the protest period. The successful bidder on a Deschutes County project is required to execute the Contract. In addition to the execution of Contract, the Contractor will be required to provide applicable certificate(s) of insurance.

Enhancing the Lives of Citizens by Delivering Quality Services in a Cost-Effective Manner
If you have any questions regarding this Notice of Intent to Award Contract, or the procedures under which the County is proceeding, please contact Teri Maerki, 541-322-7162.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
DESCHUTES COUNTY, OREGON

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ALAN UNGER, CHAIR

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TAMMY BANEY, VICE-CHAIR

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ANTHONY DEBONE, COMMISSIONER