

FORSYTH COUNTY
BOARD OF COMMISSIONERS

MEETING DATE: August 12, 2013 AGENDA ITEM NUMBER: 15

SUBJECT: RESOLUTION AWARDING AND AUTHORIZING EXECUTION OF A CONTRACT FOR A SOFTWARE AS A SERVICE (SaaS) E-MAIL AND DATA COLLABORATION SOLUTION FOR FORSYTH COUNTY STAFF (MANAGEMENT INFORMATION SERVICES DEPARTMENT)

COUNTY MANAGER'S RECOMMENDATION OR COMMENTS: Recommend Approval

SUMMARY OF INFORMATION:

Proposals were received July 19, 2013 in response to Forsyth County's Request for Qualifications and Proposals (RFQ/RFP), to provide a fully hosted Software as a Service ("SaaS") E-mail and Data Collaboration Solution for Forsyth County staff. Below is a summary of the proposals received based on first year costs and support and data migration services costs:

	<u>First Year</u> <u>Costs</u>	<u>Migration</u> <u>Services Costs</u>	<u>Support</u> <u>Costs</u>	<u>Total</u>
Cloud Sherpas, Inc.	\$139,410	\$49,050*	included	\$188,460
Onix Networking Corporation	\$162,000	\$36,160	\$36,000	\$234,160
TekReach Solutions, LLC (Option 2)	\$172,800	\$39,200	\$43,200	\$255,200
NeoNova Network Services, LLC	\$216,000	\$21,600	\$32,400	\$270,000
**TekReach Solutions, LLC (Option 1)	\$304,560	\$39,200	included	\$343,760

*Does not include travel expenses

**Non-Responsive-Not a Cloud Offering

The proposal submitted by Cloud Sherpas, Inc. was the lowest responsive proposal.

The proposal by Cloud Sherpas, Inc., also includes the lowest cost per year at \$139,410.

As requested in the RFP, 'Additional Vendor Options', Cloud Sherpas included an option to use their Training Videos for an additional cost of \$18,000 for one year. The Management Information Services (MIS) Department is recommending the Training Video option be included for one year bringing the first year total cost to \$206,460.00.

It is recommended by the County Manager, the Forsyth County MIS Director, and the Purchasing Director that a contract to provide a fully hosted Software as a Service ("SaaS") E-mail and Data Collaboration Solution for Forsyth County staff, be awarded to Cloud Sherpas, Inc., at the first year cost of \$ 206,460.00 with the option to extend the contract, in one-year increments, for up to two additional 12 month periods, provided that both parties are in agreement and funds are available for this purpose.

ATTACHMENTS: YES NO

SIGNATURE: *J. Dudley Clatterj. pdh* DATE: August 8, 2013
COUNTY MANAGER

**RESOLUTION AWARDING AND AUTHORIZING EXECUTION OF A
CONTRACT FOR A SOFTWARE AS A SERVICE (SaaS) E-MAIL AND DATA
COLLABORATION SOLUTION FOR FORSYTH COUNTY STAFF
(MANAGEMENT INFORMATION SERVICES DEPARTMENT)**

WHEREAS, after due advertisement, proposals were received at 5:00 pm, Friday, July 19, 2013, in response to Forsyth County’s Request for Qualifications and Proposals (RFQ/RFP), to provide a fully hosted Software as a Service (“SaaS”) E-mail and Data Collaboration Solution for Forsyth County staff, and the following proposals based on first year costs and support and data migration services costs were received:

	<u>First Year</u> <u>Costs</u>	<u>Migration</u> <u>Services Costs</u>	<u>Support</u> <u>Costs</u>	<u>Total</u>
Cloud Sherpas, Inc.	\$139,410	\$49,050*	included	\$188,460
Onix Networking Corporation	\$162,000	\$36,160	\$36,000	\$234,160
TekReach Solutions, LLC (Option 2)	\$172,800	\$39,200	\$43,200	\$255,200
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*Does not include travel expenses

**Non-Responsive-Not a Cloud Offering

; and

WHEREAS, the proposal submitted by Cloud Sherpas, Inc. was the lowest responsive proposal; and

WHEREAS, it is recommended by the County Manager, the Forsyth County MIS Director, and the Purchasing Director that a contract to provide a fully hosted Software as a Service” (“SaaS”) E-mail and Data Collaboration Solution for Forsyth County staff, be awarded to Cloud Sherpas, Inc., at the first year total cost of \$206,460.00, including first year costs, support and data migration services costs, and the first year option to use company training videos, with the option to extend the contract, in one-year increments, for up to two additional 12 month periods, provided that both parties are in agreement and funds are available for this purpose; and

WHEREAS, the County Chief Financial Officer has determined that sufficient funds are available to cover the cost of this contract.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Forsyth County Board of Commissioners, that a contract to provide a fully hosted Software as a Service” (“SaaS”) E-mail and Data Collaboration Solution for Forsyth County staff, for an initial one year term, is hereby awarded to Cloud Sherpas, Inc., in the first year amount of \$206,460.00, including first year costs, support and data migration services costs, and the first year option to use company training videos, and that all other proposals and prior agreements to provide these services are hereby rejected.

BE IT FURTHER RESOLVED, that Forsyth County reserves the right to extend the contract, in one-year increments, for up to two additional 12 month periods, provided that both parties are in agreement and funds are available for this purpose.

BE IT FURTHER RESOLVED, that the County Manager and Clerk to the Board are hereby authorized to execute a contract, on behalf of Forsyth County, with Cloud Sherpas, Inc. consistent with the terms outlined herein, the proposal specifications, and the proposal of Cloud Sherpas, Inc., subject to a pre-audit certificate thereon by the Chief Financial Officer, if applicable, and approval as to form and legality by the County Attorney.

Adopted this 12th day of August 2013.