

# AUSTIN CITY COUNCIL

## AGENDA



Thursday, May 4, 2006

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#16

### Purchasing Service Agreement RECOMMENDATION FOR COUNCIL ACTION

**Subject:** Authorize negotiation and execution of a contract with ACTIVE NETWORK, INC., Sacramento, CA, to purchase a Point-of-Sale (POS) system in an amount not to exceed \$74,037, with four 12-month extension options for maintenance support in an amount not to exceed \$7,625 per extension option, for a total contract amount not to exceed \$104,537.

**Amount and Source of Funding:** Funding in the amount of \$46,037 is included in the Fiscal Year 2005-2006 Capital Budget of the Health Department's Office of Vital Records. Funding in the amount of \$28,000 is available in the Fiscal Year 2005-2006 Operating Capital Software Fund of the Communication and Technology Management (CTM) Division of the Financial and Administrative Services Department. Funding for the extension options is contingent upon available funding in future budgets.

**Fiscal Note:** A fiscal note is attached.

**For More Information:** Vic Chanmugam, Sr. Buyer  
Specialist/974-2030

**Prior Council Action:**

**Boards and Commission Action:**

**Purchasing Language:** Best evaluated proposal of three proposals received.

**MBE/WBE:** This contract was awarded in compliance with Chapter 2 - 9 of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore no goals were established for this solicitation.

**Additional Backup Material**

(click to open)

**D ACTIVE NETWORK FISCAL  
NOTE HHSD**

This contract is for the purchase and installation of a Point-of-sale (POS) system to automate handling the issue of birth and death certificates in the Health Department's Office of Vital Records (OVR). Currently, these transactions generate sales of over \$1.2 million per year. The automated system and the accompanying workflow inherent in the software will improve control, spotlight discrepancies, and assist management by automatically producing a number of reports that are now performed manually. This POS system will have an interface with the Electronic Documents Imaging Management System (EDIMS) which is now being implemented in OVR. This system will also help the City save \$40,000 per year in fees currently paid to the State of Texas – Vital Statistics Unit.

The City issued a Request for Proposals (RFP) on January 30, 2006. Three proposals were received. The proposal submitted by Active Networks Inc. was evaluated as the best solution for the City.

**PRICE ANALYSIS**

- a. Adequate competition.
- b. Four hundred fifty-one vendors were sent notices including 34 MBEs and 9 WBEs. Nineteen solicitations were issued with no MBEs/WBEs. Three proposals were received.

**APPROVAL JUSTIFICATION**

- a. Best evaluated proposal.
- b. The Purchasing Office concurs with Communication and Technology Management's recommended award.
- c. Advertised in the Austin American Statesman and on the Internet.

DATE OF COUNCIL CONSIDERATION:  
WHERE ON AGENDA:  
DEPARTMENT:

Ordinance  
Health and Human Services

Authorize negotiation and execution of a contract with Active Network Inc., Sacramento CA 95825 to purchase a Point-of-sale (POS) system in an amount not to exceed \$74,037 with four 12-month extension options for maintenance support for \$7,625 for each extension option for a total contract amount not to exceed \$104,537.

HHSD

Project Name: Vital Records Management System  
Project Authorization: 2003-04 Capital Budget  
Funding Source: Cash  
Number: 0570-917-0991

Total Current Appropriation	\$415,000
Unencumbered Balance	\$46,037
Amount of This Action	\$46,037
Estimated Available	\$0

Budget Office:

*Melanie Miller*

Date:

4/12/06