

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Oracle Support / Navisite LLC	Cost: \$677,200.00
Solicitation No: RFP 21-09-24001	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost:	Funding Source: 24001

Attached / Supporting Documents

Exhibit "A" – Evaluation Matrix and SPIS Form
Exhibit "B" – Navisite Price Proposal

BACKGROUND:

JAA utilizes Oracle software for general ledger, accounts payable, and other ERP Enterprise Resource Planning or ERP applications. Oracle software is also utilized for JAA’s work order, inventory, and other Enterprise Asset Management or EAM applications. Oracle software is not within JAA’s software standards for database and server management, and requires specialized skill sets for its continued operation. As such, JAA issued Request for Proposals (RFP) No. 21-09-24001 for Oracle eBiz Maintenance and Support Services, in response to which nine proposals were received and scored as detailed below:

Respondent	Score	Respondent	Score
Navisite	90.80	Cherry Road	67.00
AST	77.20	App Associates	63.80
Vigilant	75.40	Apps Tek	56.60
Rackspace	73.80	Emtec	29.80
Centroid	70.80		

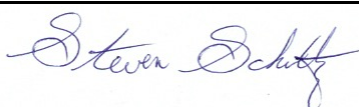
The recommended contract term is for an initial three years with renewals of up to two years at JAA’s sole discretion. An award to Navisite LLC represents a \$33,500.00 cost savings over the incumbent. In addition to the contract price, it is recommended that an additional \$15,000.00 in year one and \$10,000.00 for each subsequent year be included for any necessary out-of-scope work, which will be performed on a time and materials basis.

RECOMMENDATION:

Information Technology recommends that JAA make an award to Navisite LLC, the highest ranked of nine firms in response to RFP No. 21-09-24001, for Oracle support and related services, in an initial three year amount of \$412,400.00, with renewals of up to two years totaling \$264,800.00, for a total potential not-to-exceed award amount of \$677,200.00.

	Initial Three Years		First Renewal	Second Renewal
	\$147,600	\$132,400	\$132,400	\$132,400

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Verification of Funding	
Title:	
Signature:	

I have verified that there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (*directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same*).

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Steven Schultz
Director, Information Technology

Signature and Date

PROCUREMENT REVIEW:

Buyer: Samantha Smid

Signature and Date

Devin J. Reed
Chief Legal Officer

Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: _____

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$325,000.00 Board approval or ratification must be made pursuant to HB-915*):

EXHIBIT "A"

Oracle eBiz Maintenance and Support Services
RFP No. 21-09-24001
Evaluation Matrix

Description	Evaluator 1 SS	Evaluator 2 RH	Evaluator 3 CR	Evaluator 4 KZ	Evaluator 5 MS	Total Points Awarded
Applications Software Technology, LLC (AST)						
Organizational Capability (Maximum 45 Points)	14	36	43	35	39	33.40
Fixed Price (Maximum 35 Points)	29	27	23	22	26	25.40
References (Maximum 20 Points)	20	20	17	15	20	18.40
Location, if applicable (Maximum 5 Points)						0.00
Total Points Awarded						77.20
Apps Associates LLC						
Organizational Capability (Maximum 45 Points)	37	20	33	30	20	28.00
Fixed Price (Maximum 35 Points)	31	9	27	25	20	22.40
References (Maximum 20 Points)	20	10	12	14	11	13.40
Location, if applicable (Maximum 5 Points)						0.00
Total Points Awarded						63.80
AppsTek, Inc.						
Organizational Capability (Maximum 45 Points)	40	25	34	32	24	31.00
Fixed Price (Maximum 35 Points)	24	10	11	17	7	13.80
References (Maximum 20 Points)	5	18	16	12	8	11.80
Location, if applicable (Maximum 5 Points)						0.00
Total Points Awarded						56.60

Oracle eBiz Maintenance and Support Services
RFP No. 21-09-24001
Evaluation Matrix

Description	Evaluator 1	Evaluator 2	Evaluator 3	Evaluator 4	Evaluator 5	Total Points Awarded
Centroid Systems, Inc.						
Organizational Capability (Maximum 45 Points)	43	25	34	31	28	32.20
Fixed Price (Maximum 35 Points)	26	20	27	14	20	21.40
References (Maximum 20 Points)	20	20	15	16	15	17.20
Location, if applicable (Maximum 5 Points)						0.00
Total Points Awarded						70.80
CherryRoad Technologies Inc.						
Organizational Capability (Maximum 45 Points)	25	35	34	28	25	29.40
Fixed Price (Maximum 35 Points)	25	20	23	16	12	19.20
References (Maximum 20 Points)	20	20	20	16	16	18.40
Location, if applicable (Maximum 5 Points)						0.00
Total Points Awarded						67.00
Emtec, Inc.						
Organizational Capability (Maximum 45 Points)	10	20	20	21	5	15.20
Fixed Price (Maximum 35 Points)	1	20	1	9	1	6.40
References (Maximum 20 Points)	1	10	1	3	1	3.20
Location, if applicable (Maximum 5 Points)						5.00
Total Points Awarded						29.80

Oracle eBiz Maintenance and Support Services
RFP No. 21-09-24001
Evaluation Matrix

Description	Evaluator 1	Evaluator 2	Evaluator 3	Evaluator 4	Evaluator 5	Total Points Awarded
Navisite LLC						
Organizational Capability (Maximum 45 Points)	45	40	35	33	45	39.60
Fixed Price (Maximum 35 Points)	35	33	33	30	34	33.00
References (Maximum 20 Points)	20	20	17	16	18	18.20
Location, if applicable (Maximum 5 Points)						0.00
Total Points Awarded						90.80
Rackspace Government Solutions						
Organizational Capability (Maximum 45 Points)	37	37	25	33	24	31.20
Fixed Price (Maximum 35 Points)	32	30	28	24	26	28.00
References (Maximum 20 Points)	20	10	17	17	9	14.60
Location, if applicable (Maximum 5 Points)						0.00
Total Points Awarded						73.80
Vigilant Technologies LLC						
Organizational Capability (Maximum 45 Points)	43	30	44	30	34	36.20
Fixed Price (Maximum 35 Points)	24	20	18	16	18	19.20
References (Maximum 20 Points)	20	20	20	20	20	20.00
Location, if applicable (Maximum 5 Points)						0.00
Total Points Awarded						75.40

Oracle eBiz Maintenance and Support Services
RFP No. 21-09-24001
Evaluation Matrix

Applications Software Technology, LLC (AST)	77.20					
Apps Associates LLC	63.80					
AppsTek, Inc.	56.60					
Centroid Systems, Inc.	70.80					
CherryRoad Technologies Inc.	67.00					
Emtec, Inc.	29.80					
Navisite LLC	90.80					
Rackspace Government Solutions	73.80					
Vigilant Technologies LLC	75.40					

SOLICITATION PROCESS INFORMATION SHEET

Description of Solicitation: Oracle eBiz Maintenance and Support Services

RFI Number: 21-09-24001

Issuing Department: Information Technology

DBE Participation Goal Established by DBE Office: Yes No N/A

**Dates Legal Notices Placed: December 7, 2020 and December 14, 2020
In: Jacksonville Daily Record**

Website Posting Date: December 7, 2020

Number of solicitations issued: 49

Pre-Bid/Proposal Meeting Date: December 15, 2020

Mandatory: Yes No NA

Number of firms attended: 12

Number of Bids/Proposals Received: 10

Conforming: 9

Non-Conforming: 1

Evaluation Public Meeting: February 16, 2021

Evaluation Committee Member(s): Rick Hill

Carolyn Reed

Steven Schultz

Michele Stephens

Kira Zander

Attach Evaluation Matrix.

Budgeted Funds: Yes No NA

Capital: Yes No NA

Operating: Yes No NA

Attach Budget Transfer if Required.

Submitted for the Awards Committee Meeting on February 22, 2021.

Comments:

Issuer: Samantha Smid, Procurement Administrator

EXHIBIT "B"

Section 2 – Fixed Price

Navisite’s proposal for Oracle EBS Maintenance and Support Costs, and Citrix Remote Support Costs, are fixed for the term of the contract based on the environment as described in the RFP. (Additional costs may be incurred should changes be made to the environment.)

Oracle EBS Maintenance and Support Services and Citrix Remote Support Cost Summary			
Service Description	Monthly Cost	Annual Cost	One-Time Setup Cost
Oracle EBS Support including:			
EBS Managed Services, Technical Support (incl. PROD, DEV, TEST, & SANDBOX)			
EBS Business Application Services, Functional Support	\$10,200	\$122,400	\$10,200
Disaster Recovery Services, Oracle Apps			
Operating System & OVM Management			
TOTAL:	\$10,200	\$122,400	\$10,200
Citrix Support (Optional)	\$1,950	\$23,400	\$1,950
TOTAL WITH CITRIX:	\$12,150	\$145,800	\$12,150

