



CITY COUNCIL AGENDA ITEM COVER SHEET

FROM: Chad Bedlington, Director of Public Works

DATE: March 27, 2024

AGENDA ITEM TITLE: Professional Services Agreement (PSA) – Right! Systems Inc - Information Technologies (IT) Project Update

SUMMARY

City staff has continued to look for improved opportunities to provide external I.T. services at the direction of City Council. With that effort, it has been determined that highest and most responsive level of service is to contract with Right! Systems Inc. to provide I.T. support services. The PSA and scope of work is attached for reference.

Right! Systems Inc is an approved vendor with OMNIA Partnership which allows the City to enter into director contracting without the necessity for a Request for Proposal (RFP) selection process at this time. Given the immediate nature of implementing an I.T. solution, it was determined by City staff to best work with a vendor that is prequalified to complete the work and fell closely within the budget constraints of the City's 2024 budget.

FISCAL IMPACT

To complete the final implementation portion of the I.T. project utilizing Right! Systems Inc comes at a cost of \$14,690 to be paid proportionately by each utility and the general fund. Anticipated monthly costs after on-boarding is completed is estimated at \$4700 for an initial contract term of 12-months. Total anticipated costs for I.T. related expenses is approximately \$57,000 for 2024. The City's current 2024 budget for I.T. support services is \$56,000 which closely aligns with anticipated budget.

RECOMMENDATION/ACTION REQUESTED

Approve the Service Agreement with Right! Systems Inc.