



DALLAS COUNTY
PURCHASING DEPARTMENT

January 18, 2011

TO: The Honorable Commissioners Court
FROM: Linda S. Boles, Purchasing Agent
SUBJECT: Render Susceptible for Contract Negotiations/Award Consideration -
RFP No. 2010-090-5232 Request for Proposals for Desktop Technical
Support Services for Dallas County

Background

On November 30, 2010, by Court Order No. 2010-1972, the Commissioners Court authorized staff to proceed to Step 2 of the aforementioned RFP process with the highest rated firms (DFW Technology, QNet Information Services, TechForce Technologies and Unisys). The purpose of this briefing is to recommend staff be permitted to enter into contract negotiations with the firm deemed most qualified for award consideration.

Operational Impact

The intent of the solicitation is to enter into an initial three (3) year contract, with the option to extend for two additional one year periods, with a qualified firm who has demonstrated knowledge of operating and managing desktop technical support services. The rating criteria and points assigned are as follows:

	Criteria	Points
I	Company Profile	20
II	Cost Expectations	25
III	Technical/Methodology approach, implementation plan and timeline to deliver required services	40
IV	M/WBE Participation	15
	Total	100

The proposals were evaluated and scored by representatives of the following County departments: Commissioners Court, IT and Budget. M/WBE Coordinator solely evaluated and scored the M/WBE Compliance Section.

Based on the committee's consolidated scores, four (4) firms were rated as the most qualified and susceptible to move forward to step two of the RFP process. They are as follows: DFW Technology, QNet Information Services, TechForce Technologies and Unisys. In

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accordance with the RFQ requirements and Section 262.030 "High Technology" of the Texas Local Government Code, attached for the Court's confidential review is a copy of the committee's scores.

Step Two of the RFQ process included Best and Final Offers and contract compliance. Upon review of the BAFO's submitted by the respective firms, the evaluation committee renders QNet susceptible for award consideration and final contract negotiations.

In the event the County cannot reach an agreement with the selected firm by negotiation of a contract, the County may formally end negotiations by written notification to the firm. At the County's discretion, the County may then choose to enter into negotiations with the next most highly ranked firm and attempt to negotiate a contract with that firm. The process will continue until the County has successively negotiated a contract or rejects all proposals from award consideration.

Legal Impact

Per the requirements of the RFP, specific information on the content of the proposals will not be disclosed until a final contract is executed by Commissioners Court.

Recommendation

The Purchasing Department, in conjunction with the evaluation committee, recommends that the Commissioners Court render QNet Information Services as the susceptible firm for award consideration and authorizes staff to proceed with entering into final contract negotiations for RFP No. 2010-090-5232 Request for Proposals for Desktop Technical Support Services for Dallas County.

In an effort to expedite the process, a Court Order has been placed on the Formal Agenda.