

DALLAS COUNTY
COMMISSIONERS COURT

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DALLAS COUNTY
PURCHASING DEPARTMENT

June 12, 2007

TO: Dallas County Commissioners Court
THROUGH: Shannon Brown, Purchasing Agent *SB*
FROM: Linda Boles, Purchasing Supervisor
SUBJECT: Request for Qualifications for Level 1 IT Help Desk Service Provider
RFQ No. 2007-071-2776

Background/Issue

On April 30, 2007 and by authorization of the Commissioners Court, twelve (12) proposals were received and opened for the aforementioned RFQ. The twelve (12) firms submitting proposals were as follows: Buchanan Associates, Ciber, Inc., Compucom, DFW Technology, Direct Intergrators, Fidelity National Information Services, Materials Software System, Inc., QNet, Sigma Solutions, Inc., Technisource, Unisys, and Zavata, Inc. The purpose of this briefing is to recommend the firms determined susceptible for award consideration and authorize staff to proceed to step two of the approved High Technology procedures established for RFQ No. 2007-071-2776.

Operational Impact

The proposals were distributed to the assigned evaluation committee members for their evaluation and scoring based on the RFQ rating criteria. The rating criteria and allotted points are as follows:

<u>Criteria</u>	<u>Max. Points to be assigned</u>
I. Company Profile	30
II. Cost Expectations	20
III. Technical/Methodology Approach, Implementation Plan, Timeline	35
IV. M/WBE Participation/Compliance	15

On May 30, 2007, the Evaluation Committee met and voted on the firms that were and were not susceptible for further award considerations. Four firms were voted both from a technical and overall scoring standpoint as the most qualified and susceptible to move forward to step two of the RFQ process. They are as follows: Buchanan Associates, DFW Technology, Technisource, and Unisys. In 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 will incorporate site visits to the firm's designated service center to allow the evaluation committee and appropriate staff to review the firm's operation center. In addition, susceptible vendors will be asked to submit a best and final offer (BAFO) and conduct interviews with the review committee. During these discussions, firms may offer and the County may accept revisions to the proposal. Upon conclusion of the site visits and submitted BAFO's, the evaluation committee will submit to the Commissioners Court a recommendation on the firm evaluated to be most qualified for award consideration and authorization to proceed into the final contract negotiations.

GOVERNMENT
EXHIBIT NO.
311
3:14-CR-293-M

Recommendation

The Purchasing Department recommends that the Commissioners Court approve the Evaluation Committee's recommendation to render Buchanan Associates, DFW Technology, Technisource, and Unisys susceptible firms for award consideration and authorize staff to proceed to step two of the approved High Technology procedures established for RFQ No. 2007-071-2776.

Should the Court concur a Court Order will be scheduled on the next available Formal Agenda.