



## Request for City Council Committee Action from the Department of Information Technology

- Date:** June 9, 2014
- To:** The Honorable John Quincy, Chair, Ways and Means Committee
- Referral to:** Full City Council
- Subject:** Garrison Enterprise, Inc., C-23043
- Recommendation:** Authorize proper City officials to:
- a) Approve the assignment of Garrison Enterprises, Inc. contract to Digital Health Department, Inc.
  - b) Extend contract C-23043 with Garrison Enterprise, Inc. (now Digital Health Department, Inc.) for two additional years, through August 9, 2016
  - c) Increase contract C-23043 by \$80,000, for a new total not to exceed \$413,454 over the life of the contract
  - d) Update Terms and Conditions to reflect current standards
- Previous Directives:** July 1, 2011 - Your Committee recommends that the proper City officers be authorized to amend contract C-23043 with Garrison Enterprises for updates, upgrades and other maintenance and support services for the Digital Health software application, as follows:
- a) Extend contract for a period of 3 years; and
  - b) Increase contact by \$85,000 for a new not-to-exceed amount of \$333,454. Funding for the contract expense is covered by the Department of Regulatory Services.

**Department Information:**

Prepared by: Barb Malinski, Contract Administrator, IT  
Submitted by: Otto Doll, CIO

Approved by: Jay Stroebel, Interim City Coordinator  
 Presenter(s) in Committee: Otto Doll, CIO

<b>Reviews</b>	<b>Approval</b>	<b>Date</b>	<b>Not Applicable</b>
Permanent Review Committee (PRC):	<input checked="" type="checkbox"/>	March 6, 2014	<input type="checkbox"/>
Civil Rights Approval:	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Policy Review Group (PRG):	<input type="checkbox"/>	_____	<input checked="" type="checkbox"/>

**Financial Impact**

Yes. The cost for the contract is covered in Information Technology's (IT) existing allocation model.

<b>ANNUAL COSTS</b>	<b>2015-2016</b>	<b>2016-2017</b>
	\$40,000	\$40,000

**Supporting Information**

The City currently has a contract, C-23043, with Garrison Enterprise, Inc. as the host server for the Digital Health Department (DHD) software application. This software is the emergency response tracking system being used by Regulatory Services. The current contract is set to expire August 9, 2014 and has a total contract value of \$333,454.

Digital Health Department, Inc. (DHD) recently purchased substantially all of the assets of Garrison Enterprises, Inc. IT is requesting the extension of this contract until the Enterprise Land Management System (ELMS) will be able to perform similar functionalities that the DHD software application is currently performing.