



Request for City Council Committee Action from the Department of BIS

Date June 22, 2011

To: The Honorable Betsy Hodges, Chair, Ways and Means Committee

Subject: Garrison Contract Amendment for Digital Health Software

Recommendation: Authorize proper City officials to extend the Garrison contract C-23043 for a period of 3 years and increase the contract by \$85,000.

Prepared by Robert Arko, BIS Contract Administrator, 673-3984

Submitted by Otto Doll _____, 673-3633
Chief Information Officer

Approved by Steven Bosacker _____
City Coordinator

Presenter in Committee Otto Doll

Policy Review Group X Not Applicable

Permanent Review Committee (PRC) X Approved 6/16/11

Prior Related Directives:

- o March 31, 2006 authorization to execute a contract with Garrison Enterprises as the host server for the Digital Health Department application.

Financial Impact: None.

<p>Financial Impact (Check those that apply)</p> <p><u> X </u> No financial impact (If checked, go directly to Background/Supporting Information)</p> <p><u> </u> Action requires an appropriation increase to the Capital Budget</p> <p><u> </u> Action requires an appropriation increase to the Operating Budget</p> <p><u> </u> Action provides increased revenue for appropriation increase</p> <p><u> </u> Action requires use of contingency or reserves</p> <p><u> </u> Other financial impact (Explain):</p> <p><u> X </u> Request provided to department's finance contact prior to the Committee Coordinator</p>
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Background/Supporting Information

The City currently has a contract (C-23043) with Garrison Enterprises, Inc. to provide licensing, maintenance and support, and hosting services for the Digital Health software application used by the Department of Regulatory Services. The contract was established in 2006 to implement a digital health system for the City's health inspectors to capture a variety of data while in the field or at the office, such as health inspections, complaint investigations, and licensing records. The contract is set to expire in August, 2011 and has a total contract value of \$248,454 over five and one-half years.

BIS would like to extend and increase the contract with Garrison Enterprises. Pricing has yet to be finalized but BIS expects that the additional costs over the three-year period will not exceed \$85,000. If approved, the new contract total would not exceed \$333,454.

The contract extension and increase allows the City continuity of access to the system and includes updates, upgrades and other maintenance and support services. The extension also includes an update to the contract terms and conditions to match the City's current standard provisions.

Request for Approval

BIS is requesting authorization for the proper City officials to:

- a) extend the Garrison Enterprises, Inc. contract for a period of 3 years and
- b) increase the contract 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.