



Interoffice Memorandum

APPROVED
BY ORANGE COUNTY BOARD
OF COUNTY COMMISSIONERS
DEC 0 1 2015 NP/CAS

October 11, 2015

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM: *EW* Dr. Johnny M. Richardson, Manager, Procurement Division

CONTACT: Dianne Arnold, Family Services Department Citizen Resource and
Outreach Office
(407) 836-7588

SUBJECT: Selection of Consultant, Request for Proposals Y15-180-ZM
Case Management Information System Software and Implementation
Services

RECOMMENDATION:

Selection of Adsystem, Inc., Request for Proposals Y15-180-ZM, to provide Case Management Information System Software and Implementation Services. Further request authority for the Procurement Division to negotiate and execute a 5-year contract within a budget amount of \$278,000.

This item was evaluated by the Procurement Committee on October 28, 2015. Commissioner Pete Clarke was assigned to the Procurement Committee.

PROCUREMENT:

This Case Management Information System provides web-based data collection, monitoring, and analysis for the Family Services Citizen Resource and Outreach Office. The system will provide client intake, financial disbursements and reporting for the Crisis Assistance Program (CAP), the Family Resource Program (FRP), Shelter Plus Care (SPC) and the Burial Program.

FUNDING:

Funding is available in account 0001-062-2458-6440.

REMARKS:

This Case Management Information System replaces the current Softscape Application which has been in place for over a decade. Softscape is no longer being supported by the manufacturer and provides only minimal functionality in support of the County's programs. The proposed Case Management Information System provides functionality and other tools that specifically meet the County's program needs.

A three-phase evaluation process was conducted. Proposers had to successfully complete Phases 1 and 2. Phase 1 of this RFP evaluated written proposals for qualification, technical compliance and methodology with Adsystem, Inc., Clientrack & Mosaic Network achieving the minimum score of 135 to advance to Phase 2. Phase 2 evaluated the firm's on-site presentations and technical demonstrations and Adsystem, Inc. and Clientrack advanced to Phase 3. Phase 3 culminated with an evaluation of the fee proposal and MWBE criteria with only Adsystem, Inc. qualifying for award consideration. The proposal from Clientrack was deemed non-responsive because the proposer omitted information critical to the evaluation of their fees as required by the RFP. The Procurement Committee evaluated the proposals against the stated criteria. Attached are the consensus scores.

PHASE 3 EVALUATION SCORESHEET

RFP#: #Y15-180 ZM

Case Management Information System Software and Implementation Svcs.

	PHASE 1 WRITTEN		PHASE 2 PRESENTATION		Fee Proposal	M/WBE Utilization	Welfare Hires	Disabled Vet. Hires	TOTAL	
	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	BONUS POINTS		BONUS POINTS
WEIGHT:	45		25		20	10	5	15		
FIRM:										
ADSYSTECH, INC.	3.46	155.6	4.01	100.2	100.0	4.0	40.0	0.0	0.0	395.8
CLIENTRACK	3.57	160.5	3.96	99.1	NON-RESPONSIVE IN PHASE 3					
EMPYRA	2.83	127.5	DID NOT ADVANCE TO PHASE 2							
ISC	2.46	110.7	DID NOT ADVANCE TO PHASE 2							
MOSAIC NETWORK	3.19	143.6	DECLINED INVITATION TO PHASE 2							
SYSTEM SOFT TECHNOLOGIES	1.96	88.3	DID NOT ADVANCE TO PHASE 2							

* Only Proposers whose Phase 1 responses scored 135 or above advanced to Phase 2.

** Only Proposers whose Phase 1 responses and Phase 2 Presentations cumulatively scored 210 or above advanced to Phase 3.



Interoffice Memorandum

October 22, 2015

To: Zulay Millan, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJ: **RFP #Y15-180-ZM, Case Management Information System**

Below are the respondents to the subject RFP with their firm's certified sub-consultants and MWBE participation score on a 1 – 5 rating:

1.	Adsystem, Inc		4 Points
AFAM	Aceapplications, LLC	12%	
AFAM	Moten Tate, Inc.	12%	
	Total MWBE Participation:	24%	
	EEO Staff	86%	
Bonus Points			
	Service-Disabled Veterans	0	
	Welfare Recipients:	0	

Aheena Ferguson