

RESOLUTION NO. 13-2009

Adopted March 3, 2009

AUTHORIZING A PERSONAL SERVICES CONTRACT WITH THE BOARD OF TRUSTEES OF THE GLIDE FOUNDATION, A CALIFORNIA NONPROFIT PUBLIC BENEFIT CORPORATION, TO PROVIDE CONSULTING AND SOFTWARE DEVELOPMENT SERVICES FOR AN INTER-AGENCY INFORMATION MANAGEMENT SYSTEM IN AN AMOUNT NOT TO EXCEED \$525,000, FOR A TERM OF 18 MONTHS, FROM MARCH 5, 2009 TO SEPTEMBER 4, 2010

BASIS FOR RESOLUTION

1. The Redevelopment Agency of the City and County of San Francisco ("Agency") is exploring technology solutions that will reduce the paper burden, expedite the approval process of documents that are subject to review, and improve the accessibility of information in the Agency.
2. Through a proposed letter agreement ("Letter Agreement") with the Mayor's Office of Community Investment ("MOCI"), the two agencies wish to collaborate to address their information management needs. This collaboration will leverage what MOCI has already invested to embark on a better-coordinated effort for the Agency's information management system ("Information Management System").
3. Concurrent with the Letter Agreement, Agency staff proposes entering into a Personal Services Contract ("Contract") with the Board of Trustees of the Glide Foundation ("Glide Foundation") to provide consulting and software development services necessary to implement the information management system.
4. The Agency acknowledges that Glide Foundation will subcontract the scope of work to Loomit Community Technologies, a California corporation, doing business as Tekmeca ("Tekmeca").
5. Working in collaboration with MOCI, Agency staff issued a Request for Proposals ("RFP") in December 2008 for consulting and software development services for the Agency's Information Management System and MOCI's need to expand features of Total Grants Solutions ("TGS"). Staff received proposals from two consultants.
6. A selection panel consisting of MOCI and Agency staff convened to review and score the proposals and determined that Glide Foundation in cooperation with Tekmeca was more responsive to the RFP. The selection was based on its ability to address both the needs of the Agency and MOCI, its experience, and the proposed budget.

7. Services provided under this Contract will include conducting an Agency-wide study of current processes to provide the basis to understand and improve efficiency and workflow of Agency processes and developing an information technology implementation plan.
8. Furthermore, services include design, development and implementation of an extended technology layer to TGS that will allow an integration method to assist MOCI grantees with transmission of required performance data through an open source technology platform.
9. Glide Foundation has agreed to perform these services in an amount not to exceed \$525,000 over an 18-month period. Funding for this Contract will come from MOCI pursuant to the Letter Agreement.
10. The proposed Contract with Glide Foundation is an administrative activity of the Agency that is not a Project as defined by the California Environmental Quality Act Guidelines Section 15378(b)(5), and would not result in any physical change in the environment.

RESOLUTION

ACCORDINGLY, IT IS RESOLVED by the Redevelopment Agency of the City and County of San Francisco that the Executive Director is authorized to execute a Personal Services Contract with the Board of Trustees of the Glide Foundation, a California nonprofit public benefit corporation, to provide consulting and software development services for an inter-agency information management system in an amount not to exceed \$525,000, for a term of 18 months, from March 5, 2009 to September 4, 2010, substantially in the form lodged with the Agency General Counsel.

APPROVED AS TO FORM:


ds James B. Morales 2/26/09
Agency General Counsel