

Attachment C - Sole Source Approval



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Release Bid Workflow

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Status: Submitter Aug 29, 2019 9:11:25 AM PDT

Tamí Tran
Submitter

→

Ana E Figueroa
(for CPO SS Routing (Group))
Approved

Bid Information

Bid Number:
017C028038-IT-1
Bid Title:
Professional Service For Salesforce Services

Status:
Approved
[View Workflow History](#)

Procurement

Sole Source Request Form

Sole Source Bidsync # 017-C023038-TT-1

SECTION II – DEPARTMENT INFORMATION (Complete in its entirety)

Department: CEO/OCIT		Date: 8/22/2019	
Vendor Name: Deloitte Consulting		Sole Source BidSync Number: 017-C023038-TT-1	
Is the above named vendor a retired employee of the County of Orange? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", review and Approval is required from CEO Budget prior to contract execution.			
Contract Term (Dates): 03/27/19-06/30/20	Is Agreement Grant Funded? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Percent Funded: 100%	Funding Source: 037 Proprietary? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Contract Amount? \$325,000 + 255,000= \$580,000		Is this renewable? If yes, how many years? No	
Type of Request: <input type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> Multi-Year <input checked="" type="checkbox"/> Amendment <input checked="" type="checkbox"/> Increase			
Renewal Year: N/A		Did vendor provide a sole source affidavit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please attach	
Board Date: 09/24/2019	ASR Number: 19-000988	If not scheduled to go to the Board explain why?	
Does Contract include Non-Standard Language? If yes, explain in detail. No			
Was Contract Approved by Risk Mgmt.? Yes		Was Contract Approved by County Counsel? Yes	
Were any exceptions taken? If yes, explain in detail. No			
<input checked="" type="checkbox"/> DPA certifies that they have read and verified that the information is true and satisfies the sole source requirements listed in the County Contract Policy Manual.			

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SECTION III – SOLE SOURCE JUSTIFICATION

1. **Provide a description of the type of contract to be established.** *(For example: is the contract a commodity, service, human service, public works, or other – please explain.) Attach additional sheet if necessary.*

The contract is for professional services from Deloitte Consulting to provide the enhancement and maintenance support of OC Public Work's Land Management System (LMS).

2. **Provide a detailed description of services/commodities and how they will be used within the department. If this is an existing sole source, please provide some history of its origination, Board approvals, etc.** *(This information may be obtained from the scope of work prepared by the County and the vendor's proposal that provides a detailed description of the services/supplies.) Attach additional sheet if necessary.*

Please see attached

3. **Explain why the recommended vendor is the only one capable of providing the required services and/or commodities.** **How did you determine this to be a sole source and what specific steps did you take? Please list all sources that have been contacted and explain in detail why they cannot fulfill the County's requirements. Include vendor affidavit and/or other documentation which supports your sole source.** *(Responses will include strong programmatic and technological information that supports the claim that there is only one vendor that can provide the services and/or commodities. Your response will include information pertaining to any research that was conducted to establish that the vendor is a sole source, include information pertaining to discussions with other potential suppliers and why they were no longer being considered by the County.) Attach additional sheet if necessary. Attach additional sheet of necessary.*

Attach additional sheet if necessary.

Deloitte Consulting provided development, integration and deployment support services for the LMS. For more than 3 years, Deloitte staff had opportunity to learn OCPW's business processes, architect solution, and finally develop the customized system specifically for OC Public Works. Deloitte was the sole integrator during the requirements, design, development and post- deployment support of LMS so it would be too difficult for any other vendor to provide highest level of service.



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4. How does recommended vendor's prices or fees compare to the general market?

Attach quotes for comparable services or supplies. Attach additional sheet if necessary.

Since this is large, complex, and customized software, it would not be possible for any other vendor to provide service without training and knowledge transfer from the Deloitte Consulting. Since this is only 6 months contract or until funds is exhausted, securing the service provided by Deloitte is the best solution at this time.

5. If the recommended vendor was not available, how would the County accomplish this particular task?

Attach additional sheet if necessary.

Customer requested several extensive system enhancements to be completed during the fiscal year 2019-20. County staff will not be able to accomplish all these tasks during the fiscal year.

6. Please provide vendor history – name change, litigation, judgments, aka, etc. for the last 7 years.

Through Google Internet and D&B research, there has been no name change or legal litigation issues in the last 7 years.

7. If vendor is a retired, former employee, has the vendor previously been rehired as a contractor within the last three years? ☐ Yes ☒ No

If yes, provide explanation/support for hiring the retired, former employee as a vendor and provide contract dates, scope of work, and total amounts paid under each contract.

Procurement

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SECTION IV – AUTHOR/REQUESTOR

Signature: 	Print Name: Jayesh Patel	Date: 8/22/19
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SECTION V – CEO Human Resource Services APPROVAL (Review and approval is required when vendor is a Retired, Former Employee.)

Signature:	Print Name:	Date:
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SECTION VI – DEPUTY PURCHASING AGENT CONCURRENCE

Signature: 	Print Name: Tami Tran	Date:  8/22/19
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SECTION VII – DEPARTMENT HEAD APPROVAL

Signature: 	Print Name: Joel Golub	Date: 8/22/19
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SECTION VIII – COUNTY PROCUREMENT OFFICE

Prior to execution of a contract, the County Procurement Officer or designee shall approve All Sole Source requests for Commodities that exceed \$250,000, Capitol Assets and services exceeding \$75,000, and All other Sole Source requests that require Board approval despite the amount. Approvals are obtained electronically through the County's online bidding system.

SECTION III – SOLE SOURCE JUSTIFICATION

2. Provide a detailed description of services/commodities and how they will be used within the department. If this is an existing sole source, please provide some history of its origination, Board approvals, etc.

On March 23, 2019, the Board approved a new contract with Deloitte Consulting LLP for professional services through, December 31, 2019, in an amount not to exceed \$325,000. The scope consists of providing maintenance support, technical training, update technical documentation, and fulfill in-depth knowledge transfer to OCIT staff as part of the CRM/LMS maintenance transition plan.

Contractor staff will be responsible for providing system enhancements support to OC Public Work's Land Management System (LMS) for six months, therefore this contract is being extended through June 30, 2020 in the amount for \$255,000.

Duties of the Salesforce Developer position may include but shall not be limited to the following:

- Perform all necessary development/enhancement/maintenance activities, including, coding, configuring, unit and integration testing, regression testing, performance testing, and customizing of LMS modules as required
- Implement high quality, secure and maintainable code using standard software design patterns and best practices.