



ALAMEDA COUNTY INFORMATION TECHNOLOGY DEPARTMENT

ITD HQ - 393 13TH STREET, OAKLAND, CA 94612 • (510) 481-3700

TIM DUPUIS
CHIEF INFORMATION OFFICER

September 18, 2023

Honorable Board of Supervisors
County of Alameda
1221 Oak Street, Suite 536
Oakland, California 94612-4305

SUBJECT: AWARD A CONTRACT TO SHERPA GOVERNMENT SOLUTIONS FOR ALAMEDA COUNTYWIDE BUDGET SYSTEM AND ASSOCIATED SERVICES; MASTER CONTRACT NO. 902233; PROCUREMENT CONTRACT NO. 25445; AUTHORIZE INFORMATION TECHNOLOGY DEPARTMENT TO HIRE TEMPORARY CONTRACTOR SERVICES TO IMPLEMENT THE BUDGET SYSTEM; AMOUNT: \$2,571,926

Dear Board Members:

RECOMMENDATIONS:

- A. Authorize the Purchasing Agent, or her designee, to execute a contract (Master Contract No. 902233; Procurement Contract No. 25445) with Sherpa Government Solutions (Principal: Dawn Rippentrop; Location: Denver, Colorado) to provide a Countywide budget system and associated services for the term of 11/1/23 – 10/31/26, in the amount of \$1,251,926;
- B. Authorize the Information Technology Department to hire temporary contractors to implement the Countywide budget system for the term of 11/1/23 – 10/31/26, in the amount of \$1,320,000;
- C. Authorize the use of Retained Earnings from the Information Technology Department to pay for the Fiscal Year 23-24 Countywide budget system implementation and temporary contractors' services in the total amount of \$1,399,686: and
- D. Authorize the Auditor-Controller to make the related budget adjustments.

DISCUSSION/SUMMARY:

The County Administrator's Office (CAO) prepares the County budget and executes County financing strategies in accordance with the Board-adopted financial management policies and the County's Strategic Vision. Currently, the CAO is utilizing a budget system developed in PowerBuilder, which is obsolete and is no longer supported. The new system offers flexibility, interfaces with existing County Financials and Human Resource systems, provides new solutions to improve the County budget process, and offers the same or enhanced level of support and functionality that the current system provides.

A key function of the CAO is to prepare and present the annual Proposed Budget to the Board of Supervisors for review and approval. CAO staff review departmental budget submissions, evaluate State, Federal, and economic changes that impact the County budget, track changes in Countywide employee salary & benefit costs, incorporate mid-year Board approved budget adjustments that impact future fiscal years, and analyze non-program revenues and expenditures. The annual County budget includes tracking Special Budgets. The CAO tracks performance versus the budget via quarterly budget forecasts and long-term financial forecasts. Other financial activities include managing the County's debt and capital assets.

In addition to eliminating risks associated with the current system being on a platform that is obsolete, the Sherpa system has expanded capabilities, including:

- A budgeting system that services the entire enterprise, which is a comprehensive integration with critical central systems (PeopleSoft Financials referred to as ALCOLINK Financials and HRMS systems referred to as ALCOLINK HRMS)
- Replacement of the position change request system (PREQ) with one that is completely integrated with salary and benefits forecasting, budget development, quarterly projection, and ALCOLINK HRMS.
- Maintaining and supporting the existing and any future budget lifecycle. The system provides the ability to prepare, store, track, and change the annual operating and capital budgets, budget amendments and transfers, budget adjustments for special situations, and end-of-year balances and variances.
- The budget solutions are 100% cloud-based and work on all major internet browsers, including but not limited to Chrome, Edge, Firefox, and Safari.

Approval of this contract will modernize the County's budget system and support the County's budget and financial management practices. The Information Technology Department (ITD) will need temporary resources to implement the Budget Solution. The total cost of the Sherpa Government Solutions contract and the ITD temporary resources for the term November 1, 2023 – October 31, 2026 is \$2,571,926, which will be used as follows:

- Purchase a cloud-based system and associated services for the term November 1, 2023 – October 31, 2026, in the amount of \$1,251,926.
- ITD will hire temporary contractors for implementation services for the term November 1, 2023 – October 31, 2026, in the amount of \$1,320,000.

SELECTION CRITERIA/PROCESS:

The CAO and ITD have determined that Alameda County does not currently have the resources to develop the Countywide budget system and associated services.

The CAO and ITD worked with General Services Agency–Procurement to develop a Request for Proposal (RFP), which was issued on December 30, 2022, posted on the website for 55 days, emailed to the Chambers of Commerce email group, and sent to the E-Gov Professional Services – Current Contract Opportunities mailing service. The RFP was also advertised in the Inter-City Express on January 4, 2023 and the Valley Times on January 6, 2023. A vendor outreach was conducted on January 4, 2023, followed by one networking/bidders' conference on January 10, 2023, which was attended by 25 vendors.

On February 23, 2023, eight bidders submitted responses to the RFP. All responses were evaluated by the County Selection Committee (CSC) members. The evaluation process utilized a two-step approach, including a preliminary evaluation of the written proposals and preliminary scoring to develop a shortlist of bidders that continued to the final stage of the oral interview and reference checks. The five bidders receiving the highest preliminary scores advanced to the next evaluation phase and were interviewed by the CSC members. A maximum total of 550 evaluation points was available for this RFP. The total evaluation points include 50 preference points derived from a 5% preference for local vendors and a 5% preference for certified Small Local Emerging Business (SLEB) vendors, for a total of 10%.

Sherpa Government Solutions was the highest-scoring responsive vendor and is being recommended for award.

Sherpa Government Solutions is not a certified SLEB and is subcontracting 20% of the contract to Triune Infomatics, Inc. (Principal: Susan Kuruvilla; Location: Fremont; Certified Small: 12-00010; Expiration: 6/30/2024) to provide IT Consulting and Staffing.

The following is the evaluation summary of the top five bidders:

EVALUATION SUMMARY

<i>Vendor</i>	<i>Location</i>	<i>Local</i>	<i>SLEB</i>	<i>Evaluation Points</i>
<i>Sherpa Government Solutions</i>	<i>Denver, CO</i>	<i>N</i>	<i>N</i>	<i>440</i>
<i>OpenGov, Inc.</i>	<i>San Jose, CA</i>	<i>N</i>	<i>N</i>	<i>325</i>
<i>Deloitte Consulting LLP</i>	<i>Pleasanton, CA</i>	<i>N</i>	<i>N</i>	<i>295</i>
<i>GNC Consulting, Inc.</i>	<i>Frankfort, IL</i>	<i>N</i>	<i>N</i>	<i>268</i>
<i>Anaplan</i>	<i>San Francisco, CA</i>	<i>N</i>	<i>N</i>	<i>248</i>

FINANCING:

Funding for the total amount of this contract and implementation services using temporary contractors for the term of November 1, 2023 – October 31, 2026, in the amount of \$2,571,926 is from ITD's Retained Earnings.

Appropriation transfers from the ITD's Retained Earnings will take place as follows:


- A. \$739,686 for FY 23-24, \$256,120 for FY 24-25, and \$256,120 for FY 25-26 for Master Contract 902233;
- B. \$660,000 for FY 23-24, \$440,000 for FY 24-25, and \$220,000 for FY 25-26 for temporary contractors' services.


There will be no increase in net County cost.

VISION 2026 GOAL

The budget solution meets the Vision 2026 **Operating Principle of Fiscal Stewardship**.

Respectfully submitted,

DocuSigned by:

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Jim Dupuis
Chief Information Officer

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Kimberly Gasaway
Director, General Services Agency

Attachment

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cc: County Administrator
Auditor-Controller
County Counsel

CONTRACT SUMMARY
ALAMEDA COUNTY BUDGET SOLUTION
 MC No. 902233
 November 1, 2023 – October 31, 2026

Vendor	Location	Dollar Value of Contract Award	Small and Local Participation	
			Percentage	Dollar Amount
Sherpa Government Solutions Principal: Dawn Rippentrop	2990 Osceola Street, Denver, CO 80212	\$1,251,926	20%	\$250,385.20

SLEB Subcontracting Information			
Triune Infomatics, Inc. Principal: Susan Kuruvilla Certified Small: 12-00010 Expiration: 6/30/24	39111 Paseo Padre Parkway, Suite 320 Fremont 94538	20%	\$250,385.20