

BOARD OF BIDS AND CONTRACTS SEPTEMBER 21, 2023

**2. MANAGEMENT INFORMATION SYSTEMS (MIS) FOR OLDER AMERICANS ACT (OAA) NUTRITION PROGRAMS -- DEPARTMENT ON AGING
FUNDING -- OLDER AMERICANS ACT ARPA GRANT
(Request sent to 14 vendors)**

RFP #23-0053 Contract

	Autocene Government Solutions, Inc.	Innovative Data Systems of Missouri, LLC dba Innovative Data Systems	Mon Ami, Inc.	Wellsky Corporation
Subscription plus Implementation Fee 1st year	\$29,495.00	\$29,866.50	\$25,000.00	\$49,999.85
Subscription Fee 2nd year	\$22,495.00	\$22,554.00	\$25,000.00	\$12,499.85
Subscription Fee 3rd year	\$22,495.00	\$22,554.00	\$25,000.00	\$12,499.85
Total	\$74,485.00	\$74,974.50	\$75,000.00	\$74,999.55
No Submission	New Org			

On the recommendation of Theresa Rhodes, on behalf of Department on Aging, Tim Myers moved to **accept the proposal from Mon Ami, Inc. for the amount of \$75,000.00 for a term of three (3) years.** Jennifer Blasi seconded the motion. The motion passed unanimously.

A review committee comprised of Annette Graham, Jennifer Lasley, and Monica Cissel - Department on Aging: Sherry Arbuckle - SCDDO; and Theresa Rhodes - Purchasing, evaluated all proposal responses based on the criteria set forth in the RFP. The committee unanimously agreed to accept the proposal from Mon Ami, Inc.

The Nutrition Management Information System (MIS) will provide a uniform MIS for Central Plains Area Agency on Aging (CPAAA) Older American Act (OAA) funded nutrition service. CPAAA contracts with five (5) providers to serve home delivered and congregate meals in the three (3) county service area of Butler, Harvey, and Sedgwick counties. The uniform MIS system for CPAAA's contracted nutrition providers will promote integrity and efficiencies of programs while aligning with the overall goals and mission of CPAAA and OAA. The MIS system will be utilized by all five (5) providers and CPAAA staff. The MIS will provide a purpose-built interface by a company with experience working with OAA nutrition programs including home delivered and congregate programs to support nutrition program coordination, volunteer management, and service delivery.

Notes:

This is a proposal and not a bid. Proposals are scored based on criteria set forth in the RFP. There were three (3) components to this RFP.

Component	Points
a. Experience providing Older Americans Act funded Nutrition MIS services	35
b. Components provided in system meet/exceed requirements	35
c. Cost	30
Total Points	100

This is funded by the Older Americans Act (OAA) American Rescue Plan Act (ARPA).

The budget for this project is \$75,000.00.

The following are components that are included in the MIS:

- System integration for all CPAAA contracted nutrition program providers to integrate existing data into a new uniform centralized system.
- Real-time electronic congregate and home-delivered meal count tracking of meals served daily.
- Real-time kitchen administration for menu planning, meal reservations, orders, cancellations, changes, review, tracking, and reporting.
- Route coordination for delivery of meals - to include daily route optimization, electronic real-time route tracking, and printable route sheets.
- Advanced customizable reporting for retrieval of demographics, participant counts, meal counts, billing, accounting, etc.
- Web-Based software, accessible by multiple users, mobile devices accessibility, real-time updates, and information.
- Easy-to-use system for volunteers and employees.
- Multiple user roles and permissions for administrators, supervisors, site coordinators, assessors, accounting, clerical support/data entry, volunteers/drivers, etc.
- Training and technical support for providers and volunteers.
- Volunteer management, tracking, reporting, and communication.
- Secures protected health information (PHI) through Health Insurance Portability and Accountability Act (HIPAA) compliance standards.
- Complies with security and technical requirements at the local, state, and federal levels.

Questions and Answers

Brandi Baily: Is this a new service or is this something we have had in the past?

Theresa Rhodes: No. This is new.

Anna Meyerhoff-Cole: Is this a cloud-based product or will it be on county servers?

Theresa Rhodes: I believe this is probably cloud-based because it's a subscription service to their thing but I'm not a 100% sure.

Anna Meyerhoff-Cole: I just wasn't sure. It talks about integration so I didn't know if this needed to be reviewed by IT?

Monica Cissel: It is a cloud-based service. We have not had a system like this before so it would be new to us and our providers. We did send information to IT and they have reviewed written information.

Tim Kaufman: In terms of implementation, will the selected vendor be working with our IT department for implementation?

Monica Cissel: I suspect there might be some components they will need to work with our IT on but with it being cloud-based, that might be minimal.

Tim Myers: I know it has it in the notes here but this is covered by the American Rescue Plan Act. Is that correct?

Monica Cissel: Yes. We're using ARPA funding that is specifically earmarked for Older American Act programs.

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**3. ON-CALL SAP FINANCE AND CONTROLLING SERVICES -- ENTERPRISE RESOURCE PLANNING
FUNDING -- ENTERPRISE RESOURCE PLANNING**

(Single Source)

#23-2069 Contract

	Labyrinth Solutions, Inc. (LSI)
	Unit Price Per Hour
SAP Finance and Controlling Services On-Site Services	\$185.00
SAP Finance and Controlling Services Off-Site Services	\$145.00

On the recommendation of Lee Barrier, on behalf of Enterprise Resource Planning, Jennifer Blasi moved to **accept the quote from Labyrinth Solutions, Inc. (LSI) for the rates listed above for a term of one (1) year with four (4) one (1) year options to renew.** Anna Meyerhoff-Cole seconded the motion. The motion passed unanimously.

Labyrinth Solutions, Inc. (LSI) has provided On-Call SAP Support Services for SAP Finance (SAP FI) and SAP Controlling (SAP CO) since 2015. These services include time, labor, equipment, travel expenses, and all other expenses associated with the provision of these services.

LSI's familiarity with the county's system and processes and the relationship that ERP and Finance have developed with this vendor all factor into the request to continue with this vendor's services.

Notes:

2021 Spend - \$69,097.50

2022 Spend - \$16,437.50

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4. PRE-EMPLOYMENT SCREENING & ON-CALL LABORATORY SERVICES -- HUMAN RESOURCES

FUNDING -- HUMAN RESOURCES

(Request sent to 56 vendors)

RFP #23-0036 Contract

	American Screening, LLC	Applicant Insight, Inc. dba aINSIGHT
Pre-Employment Screening & On-Call Laboratory Services	Cost per each	Cost per each
Non-DOT Drug Test	\$30.80	\$27.65
DOT Drug Test	\$32.20	\$27.25
	ClearStar, Inc.	DSI Medical Services, Inc.
Pre-Employment Screening & On-Call Laboratory Services	Cost per each	Cost per each
Non-DOT Drug Test	\$27.00	\$45.00
DOT Drug Test	\$29.00	\$45.00
	National Screening Bureau (NATSB) dba National Screening Bureau, LLC	
Pre-Employment Screening & On-Call Laboratory Services	Cost per each	
Non-DOT Drug Test	\$33.00	
DOT Drug Test	\$50.00	
No Submission	Alcohol & Drug Testing Services, LLC	Ascension Via Christi Occupational Health
	Axis Forensic Toxicology	ComplianceOne
	First Advantage	HireRight, LLC
	Medical Disposables Corp.	Utility Consultants, Inc. (UCI)

On the recommendation of Britt Rosencutter, on behalf of Human Resources, Brandi Baily moved to **accept the proposal from National Screening Bureau (NATSB) dba National Screening Bureau, LLC at the rates provided for three (3) years with two (2) one (1) year options to renew.** Tim Myers seconded the motion. The motion passed 4-5 with Anna Meyerhoff-Cole abstaining.

A committee comprised of Amy Murray, Anna Meyerhoff-Cole, Camara Campbell, and Dalia Ortiz-Saucedo - Human Resources; Keah Beaver - Enterprise Resource Planning; Joe Currier - Division of Information Technology; and Britt Rosencutter - Purchasing reviewed all proposals and based on the criteria set forth in the RFP, the committee unanimously chose the above mentioned vendor.

Sedgwick County is seeking a vendor to provide pre-employment, reasonable suspicion, and accident testing services per personnel policies 4.302 Pre-Employment Screening and Driving and 4.310 Drug Testing and Substance Abuse. These services are needed during routine business hours and on an On-Call basis outside routine hours.

Screenings include criminal background checks, motor vehicle reports, drug screens to also include Department of Transportation (DOT) specific drug testing, and education verifications. Included in this service request is the ability for integration between the vendor’s system and our current applicant tracking system, SuccessFactors. This integration will allow for streamlined services and quicker processing times between the two (2) systems.

Notes:

National Screening Bureau, LLC is our current vendor. Approximate annual spend is \$60,111.50.

American Screening LLC – Response did not meet RFP specifications. Missing information requested.

Applicant Insight dba aINSIGHT – An additional integration cost if revenue didn’t exceed \$100,000.00.

ClearStar, Inc. – Provided info for high level staff but did not provide information about assigned staff that would directly support Sedgwick County.

DSI Medical Services, Inc. - DSI is third party between county and laboratories.

This is a proposal not a bid. Proposals are scored based on criteria set forth in the RFP. There are six (6) components to this RFP.

Component	Points
a. Scope of Proposal: How well does the proposal address the services and requirements contained in the RFP?	20
b. Assigned Personnel: Do the persons who will be providing the services have the necessary skills? Are sufficient people of the requisite skills available?	20
c. Systems & Procedures: Does the firm have the systems, software and support to provide requested services, online access? Accessibility? Results reporting? Security? Quality Assurance? Regulatory compliance and updates?	20
d. Cost: Are the fees presented reasonable for the effort required in each service?	15
e. Integration: Was integration well explained, is the vendor an SAP partner or SAP certified? Does this vendor provide implementation support or just a document for the customer to use for implementation? Does this vendor provide ongoing support for their software and integration? Does the vendor allow access to their database or replicated database?	15
f. Ability to provide both services: Pre-employment screening and on-call laboratory services.	10
Total Points	100