

DATA SHEET
Agenda Item No. 12.



Meeting Date: April 5, 2018

Agenda Item:

Authorize the Executive Director to enter into a Pricing Agreement with Ion Wave Technologies, Inc., for the purchase of a software subscription to provide one centralized system for the bidding process and management of purchasing contracts.

Placement: <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Individual Consideration <input type="checkbox"/> Executive Session
Vote: <input checked="" type="checkbox"/> Non-Weighted <input type="checkbox"/> Weighted Capital
Recommending Department: Purchasing

Background:

There are multiple software subscription services available to the District that offer a wide range of services to assist in the procurement process. The available services typically offered include:

- Access to a larger pool of potential vendors, which should provide for a more competitive bidding environment,
- Automatic notification of bids to all vendors to ensure equal access for suppliers to receive bidding opportunities,
- Availability of electronic bid documents - - including facilitation of sealed bid openings electronically,
- Security and audit trail generation to ensure compliance with District policies and procedures, and
- Contract management services.

The Purchasing Division has evaluated multiple options of software subscription services that are available for procurement activities and has determined that Ion Wave Technologies, Inc. is the best option for the District based upon the modules offered, support services and the ease of use of the interface platform for both District employees and potential vendors.

Accordingly, Staff recommends authorization of a five-year agreement (through September 2023), as outlined in the attached pricing structure.

Financial:

Sufficient funding is available in the current budget.

Recommendation:

Authorize the Executive Director to enter into a Pricing Agreement with Ion Wave Technologies Inc., for the purchase of a software subscription to provide one centralized system for the bidding process and management of purchasing contracts.

Enclosures:

Pricing structure

Submitted By:



Jan Morris, Manager of Human Resources and Purchasing

Date: March 30, 2018

IWT Sourcing & Contract Management
SPECIAL PRICING OPTIONS
Upper Trinity Regional Water District



If the Upper Trinity Regional Water District enters into an agreement on or before the mentioned dates for the listed modules the following Special Pricing structure applies:

Option 3 - Five+ Year Commitment

Annual SaaS Subscription	ProRate 1-Apr-18	Year 1 1-Oct-18	Year 2 1-Oct-19	Year 3 1-Oct-20	Year 4 1-Oct-21	Year 5 1-Oct-22	Total
Sourcing*	\$6,250	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	
Contract Management	\$2,750	\$5,500	\$5,500	\$5,500	\$5,500	\$5,500	
April 1, 2018 & 5+yr Agreement Discount	(\$6,000)	(\$5,800)	(\$5,500)	(\$5,200)	(\$4,900)	(\$4,600)	
Annual Support and Maintenance	(included)	(included)	(included)	(included)	(included)	(included)	
Annual Hosting	(included)	(included)	(included)	(included)	(included)	(included)	
Implementation Services	\$5,000						
April 1, 2018 & 5+yr Agreement Discount	(\$5,000)						
Total	\$3,000	\$12,200	\$12,500	\$12,800	\$13,100	\$13,400	\$67,000

*Excludes Reverse Auction and Bid Evaluation Scoring Modules