

**INDIAN RIVER COUNTY
OFFICE OF MANAGEMENT AND BUDGET
PURCHASING DIVISION**

DATE: September 6, 2022

TO: BOARD OF COUNTY COMMISSIONERS

THROUGH: Jason E. Brown, County Administrator
Kristin Daniels, Director, Office of Management and Budget

FROM: Jennifer Hyde, Purchasing Manager

SUBJECT: Final Ranking of Firms and Award of RFP 2022039 for Custom Address Point Editing Tool for ArcGIS

BACKGROUND:

On behalf of the Information Technology Department, a Request for Proposals (“RFP”) was issued for the upgrade to the GIS Division’s existing ArcGIS Address Point Edit tool. The Address Point Edit Tool is used to support a number of GIS functions including the creation of address points that are supplied to the 911 system to support dispatch.

ANALYSIS:

A selection committee comprised of Dan Russell, Director of Information Technology, Randy King, Manager of Information Systems and Telecommunications, and Michael Staudt, GIS Manager independently evaluated and scored the received proposals in accordance with the RFP document and Purchasing Manual. The committee met to develop an overall initial ranking of firms. The committee declared the initial rankings of firms final, but wanted to interview the top ranked proposer to obtain some clarification on their approach.

Proposing Firm	Submitted Price Proposal
1 Digital Data Services, Inc.	\$24,840
2 Tran Products DBA Polygon Solutions	\$24,835
3 Modernized Mobile	\$23,400

After discussions, the top ranked firm, Digital Data Services, Inc. (“DDS”), was asked to submit a modified scope of work, and associated pricing. DDS responded with two potential approaches, and the committee reconvened to discuss the provided approaches. The committee selected their preferred approach, and its associated cost of \$12,420.

FUNDING:

Funding for the work is available as shown on the following table.

Description	Account Number	Amount
911 Surcharge/Comm Center/Other Contractual Services	12013325-033490	\$12,420

RECOMMENDATION:

Staff recommends the Board award RFP 2022039 to Digital Data Services, Inc., approve the agreement, and authorize the Chairman to execute it, after the County Attorney has reviewed it as to form and legal sufficiency.

Attachment

Agreement