MEMORANDUM

The City of
OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Resolution authorizing a change in the cost estimate for the purchase of website design for the Fire Department internal platform, AgreeYa Solutions, Inc. (R25-C245001), estimated cost increase of $250,000 to a total of $500,000, for the period ending March 13, 2025.

Purpose:
To increase the estimated cost for website design services for the Fire Department internal platform.

Background:
On October 11, 2022 (Item No. IX.CH), City Council approved a Request for Proposal (RFP) be advertised for Website Design for the Fire Department Internal Platform (RFP23509). The agreement was approved on March 14, 2023 (Item No. IX.A) for the period ending March 13, 2024. The agreement was awarded for one year with two one-year renewal options. The agreement was awarded with a fixed cost and hourly rates for additional services if needed. The agreement was renewed on February 27, 2024 (Item No. IX.A) for the period ending March 13, 2025. At the time of the renewal, staff estimated the cost to be $250,000 for additional services to further enhance the website.

The website has been created and delivered on a foundation of SharePoint in Office 365 as recommended by City IT Department. Once established, Office 365 offers unlimited capabilities for process automation, application development, intelligent reporting, and external network access via cloud connections. Fire applications are created through the Power Platform suite of products including Power Apps, Power BI, Power Automates and Workflows. The applications and reporting Fire is developing with the assistance of AgreeYa will enhance Fire's ability to meet the need of our citizens. These applications and business intelligence (BI) reports include an "Operations App" which allows for daily apparatus and SCBA check-off's, fuel tank records, emergency contacts, physical fitness logs, travel requests and station log book; the Human Resource (HR) App processes incentive pay requests, personal information changes and promotional documentation requirements; the Fire Wellness App will track annual physicals, fitness evaluations and measure the health of our firefighters to prevent negative outcomes. The Fire LMS (Leave Management System) is a new Power App that will allow employees to request leave, and once approved that leave will integrate with Fire's staffing system and ultimately flow all the way through to Fire payroll. The services are in line with the existing scope of work and the additional cost will follow the hourly rates as awarded.

Staff requests City Council authorize an increase in the cost estimate from $250,000 to a total of $500,000 for the period ending March 13, 2025.

Estimated Cost:
$250,000 (Original Estimated Cost)
$250,000 (Increase in Estimated Cost)
$500,000

Source of Funds:
Fire Sales Tax > OCITY > Fire Department > Fire Technology > Other Services and Charges (1301-450XXXX-11555-52000001)

Review:
Fire Department

Recommendation: Resolution be adopted.