




## Interoffice Memorandum

November 8, 2021

TO: Mayor Jerry L. Demings  
-AND-  
County Commissioners

FROM:  Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager, Procurement Division

CONTACT: Glenn Kramer, Manager, Fiscal and Operational Support Division  
(407) 254-9882

SUBJECT: Selection of Firm, Request for Proposals Y20-1100-TJ, Request for Maximo Upgrade Project

### RECOMMENDATION:

Selection of Starboard Consulting, LLC to provide Maximo Upgrade Project, Request for Proposals Y20-1100-TJ. Request authorization for the Procurement Division to negotiate and execute a one-year contract, inclusive of implementation, final acceptance by the County, and the first year of maintenance within a budget of \$974,096. Further request authorization for Software License, Maintenance, and Support for years two through four, at \$45,000 per year, for an overall total contract amount of \$1,109,096.

The proposals were evaluated by the Procurement Committee on November 3, 2021. Commissioner Maribel Gomez Cordero was assigned to the Procurement Committee.

### PURPOSE:

This contract will provide the services required to upgrade Maximo to the most current stable release. The services will focus on making the best of current County technology and streamlining business practices to support daily operations and facilitate the maintenance of consistent data and shall also provide maintenance and support and training services for all products and services proposed.

### DISCUSSION:

Two proposals were received in response to the Request for Proposals. The proposal received from Prometheus Group Enterprises LLC was deemed non-responsive for failing to submit a complete fee schedule form.

The selected firm will provide consulting services in Maximo implementation and integration, to include maintenance and support and training services.

Consensus scores of the Procurement Committee are attached.

Procurement Committee Meeting - November 3, 2021  
Y20-1100-TJ, Request for Maximo Upgrade Project

CRITERIA	Qual. of Staff	Qual. of Firm	Methodology/Project Approach	Location	M/WBE	Dislocated Workers (B)	SDV (B)	Fee Proposal	Total Weighted Points
Weighted Value	20	20	20	10	10	5	15	20	120
(B) Indicates Bonus Points (Maximums Bonus Points Above)									
Starboard Consulting, LLC	100.00	100.00	80.00	50.00	0.00	0.00	0.00	100.00	430.00



## INTEROFFICE MEMORANDUM

November 1, 2021

TO: Alina Hernandez Fernandez, Contracting Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division M/WBE Proposal Evaluation

PROJECT: Y20-1100-TJ / Request for Maximo Upgrade

APPROVED: Aheena Ferguson

Below are the respondents to the subject RFP with their firm's certified Minority/Women Business Enterprise (M/WBE) sub-consultants, Minority Business Enterprise Workforce and Women Business Enterprise goals:

1. Starboard Consulting, LLC  
MAJORITY PRIME

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
*None			

\*The Schedule of Sub-Contracting – M/WBE Participation Form states "N/A" and indicates that the prime will perform all the work with their own forces. The prime submitted their Letter of Intent (LOI) form indicating that they are a certified woman-owned business. However, the prime is not an Orange County certified minority vendor. Therefore, the evaluator cannot assess points.

Total M/WBE Participation Proposed: 0%  
M/WBE Sub consultant participation Weighted Score: 0

Total M/WBE Workforce: 10%  
Total WBE Workforce: 43%  
Minority Workforce and Women Workforce Weighted Score: 0

Total M/WBE Participation Weighted Score: 0

<b>Registered Service-Disabled Veteran(s) (SDV) Sub-consultant</b>	<b>Points</b>	<b>SDV Sub-consultant Role</b>
<b>*None</b>		

\*The Schedule of Sub-Contracting – SDV Participation and Letter of Intent (LOI) Form state “N/A”  
Therefore, the evaluator cannot assess bonus points.

Registered SDV(s) Proposed: 0

**SDV Bonus Points: 0**

Displaced Worker(s) Proposed: 0

**Displaced Worker(s) Bonus Points: 0**

**Total Bonus Points: 0**

*(Includes SDV & Displaced workers)*