

OFFICE OF CHIEF OPERATIONS OFFICER
Summary of State Board of Education Agenda Items
October 15, 2020

OFFICE OF CHILD NUTRITION

02.A. Action: Contract with GCR, Inc., to provide maintenance and support to the Division of Purchasing and Food Distribution Automated Food Purchasing System (APS) [Goal 1 – MBE Strategic Plan]

Awarded Vendor: GCR, Inc.
Metairie, LA

Scope of Project: The purpose of this contract is to retain the services of GCR, Inc., for the maintenance and support of the APS program. This web-based program serves as the purchasing vehicle for the entire state. The system processes \$90-\$100 million in food supply purchases for public, non-public and other organizations annually.

The contractor will provide the following:

- Analyze problem reports.
- Determine the nature of the problem- data, software, operation.
- Recommend workarounds when feasible.
- Provide assistance in resolving data issues.
- Escalate to Level 3 support for software and database analysis.
- Research escalated problems; perform root cause of analysis and plan corrections.
- Recommend implementation plans for corrections (i.e. “hot fix”, patches, interim builds, or future releases).
- Develop temporary workarounds as required.
- Correct software defects.
- Perform application and database performance tuning.

Personnel associated with this contract are not former Department employees or related to any Department employees.

Scope of Contract:

- Term of Contract: October 15, 2020 – October 14, 2021
- Amount to be Awarded: \$ 78,750.00
- Method of Award: ITS Request for Proposals

Funding Source: Special Funds

Summary of Selection Process:

GCR, Inc., offered the sole proposal for this project.

Scoring Criteria:

- Non-Cost Categories:
Vendor Requirements; Personnel/Project Staffing, Project Management Technical Requirements, Security Requirements, Infrastructure/Network Requirements Acceptance Testing: Testing System Implementation; Data Migration Training Warranty, Maintenance, and Software Support, Additional Requirements
- Cost
- Change Order Rate
- Total Base Points
- Value Add

Mississippi Code Ann. § 25-53-36 of 1972 defines ITS authority over the acquisition of any information technology, computer or telecommunications equipment, electronic word processing and office systems, or services utilized in connection therewith, including, but not limited to, all phases of computer software and consulting services and insurance on all state-owned computer equipment. State agencies and institutions of higher learning (IHLs) are required by law to follow ITS procedures in information technology procurements for hardware, software and services. Competitive bids or proposals must be solicited for all acquisitions of information technology (IT) equipment/hardware, software, and services in excess of \$25,000.

Information Technology Services on behalf of the Mississippi Department of Education awarded the bid to GCR, Inc., as the sole bidder.

This item references Goal 1 of the *Mississippi Board of Education 2018-2022 Strategic Plan*.

Recommendation: Approval

Back-up material attached