

ALAMEDA COUNTY BOARD OF SUPERVISORS MINUTE ORDER

The following action was taken by the Alameda County Board of Supervisors on 03/02/2021

Approved as Recommended Other

Unanimous Chan: Haubert: Miley: Valle: Carson: -

Vote Key: N=No; A=Abstain; X=Excused

Documents accompanying this matter:

Contract: C-901946,C-21648

Documents to be signed by Agency/Purchasing Agent:

File No. _____
Item No. 6

Copies sent to:

Cindy Wong

Special Notes:



I certify that the foregoing is a correct copy of a Minute Order adopted by the Board of Supervisors, Alameda County, State of California.

ATTEST:
Clerk of the Board
Board of Supervisors

By: 
Deputy



ALAMEDA COUNTY
AUDITOR-CONTROLLER AGENCY
MELISSA WILK
 AUDITOR-CONTROLLER/CLERK-RECORDER

February 19, 2021

Honorable Board of Supervisors
 County of Alameda
 1221 Oak Street, Suite 536
 Oakland, California 94612-4305

SUBJECT: AWARD A CONTRACT TO RANDY L. PLESSINGER FOR COLLECTIONS SYSTEM SUPPORT SERVICES; MASTER CONTRACT NO. 901946; PROCUREMENT CONTRACT NO. 21648; AMOUNT: \$170,000

Dear Board Members:

RECOMMENDATION:

Authorize the Purchasing Agent to execute a contract (Master Contract No. 901946; Procurement Contract No. 21648) with Randy L. Plessinger (Principal: Randy L. Plessinger; Location: Vancouver, WA) to provide collections system support services to the Auditor-Controller Agency for the term of 5/21/2021 – 5/20/2024 with the option to extend for an additional two-year term, in the amount of \$170,000.

DISCUSSION/SUMMARY:

The Auditor-Controller's Central Collections Division (CCD) is responsible for collecting court-related fines and restitutions, county overpayments, and other receivables which are mandated by State and Federal law and regulation. CCD has an ongoing need for highly specialized computer programming support, systems upgrades and/or enhancements, and problem resolution related to the division's computerized collections system. The computer support services include implementing all State and Federal mandated upgrades and enhancements, developing and documenting custom dictionary items, program-to-process new business, enhancing existing business processes, and reporting current and ongoing activities. All services are performed on an as-needed basis at the request of the CCD.

SELECTION CRITERIA/PROCESS:

CCD has determined that Alameda County does not currently have the resources to provide collections system support services.

CCD worked with General Services Agency–Procurement to develop a Request for Proposal (RFP), which was issued on September 22, 2020, posted on the website for 58 days, sent to the E-Gov Goods and Services – Current Contract Opportunities mailing service, and e-mailed to the Chambers of Commerce e-mail group. The RFP was also advertised in The Inter-City Express on September 25, 2020, and The Oakland Post on September 30, 2020. A vendor outreach was conducted on September 23, 2020, followed by one networking/bidders conference on October 6, 2020, with no attendees.

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Clerk-Recorder's Office, Main
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On November 17, 2020, one response to the RFP was received. The response was evaluated and interviewed by the County Selection Committee. A maximum total of 550 evaluation points were available for this RFP. The total evaluation points include 50 preference points derived from a 5% preference for local vendors and a 5% preference for certified Small Local Emerging Business (SLEB) vendors, for a total of 10%.

Randy L. Plessinger, the sole bidder, was considered qualified and is being recommended for award. The SLEB requirement was a requirement for this RFP; however, there were no SLEB subcontracting opportunities available because the services are specialized and provided remotely. As a result, the Office of Acquisition Policy has issued SLEB Waiver No. 7261 (Expiring: May 20, 2024).

The following is the evaluation summary:

EVALUATION SUMMARY

Vendor	Location	Local	SLEB	Evaluation Points
Randy L. Plessinger	Vancouver, WA	N	N	372

FINANCING:

Appropriations for this contract are included in the Auditor-Controller's Fiscal Year 2020-21 Approved Budget and will be requested in the Fiscal Year 2021-22 Maintenance of Effort and subsequent budget years. No additional appropriations are required, and there will be no increase in net County cost.

VISION 2026 GOAL:

The collections system support services meet the 10X goal pathway of an **Accessible Infrastructure** in support of our shared vision of a **Prosperous & Vibrant Economy**.

Respectfully submitted,

DocuSigned by:
Melissa Wilk
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Melissa Wilk
Auditor-Controller/Clerk-Recorder

DocuSigned by:
Willie A. Hopkins, Jr.
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Willie A. Hopkins, Jr.
Director, General Services Agency

Attachment

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c: County Administrator
County Counsel

