



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

PAGE 1 OF

25

DATE: 10/10/2017

SUBJECT: **RFP NO. 2017-124 - HIV-AIDS CLIENT ELIGIBILITY AND MANAGEMENT SYSTEM - HIV ADMINISTRATIVE AGENCY - GROUPWARE TECHNOLOGIES, INC. - \$494,450.00**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court award RFP No. 2017-124, HIV-AIDS Client Eligibility and Management System, for HIV Administrative Agency, to Groupware Technologies, Inc. for \$494,450.00 and approve contracts.

BACKGROUND:

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Five hundred forty (540) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. Three (3) proposals were received.

Proposals were evaluated by the HIV Administrative Agency, County Administrator's Office, and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

The term of the contract is thirty-six (36) months, effective October 10, 2017.

Therefore, it is the joint recommendation of the HIV Administrative Agency and Purchasing that RFP No. 2017-124, HIV-AIDS Client Eligibility and Management System, be awarded to Groupware Technologies, Inc. for \$494,450.00.

The contracts are attached for approval and signature. The Criminal District Attorney's Office reviewed these contracts as to form.

SUBMITTED BY: Purchasing

PREPARED BY: Elaine Johnson

APPROVED BY:



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER: _____ DATE: 10/10/2017 PAGE 2 OF 24

FISCAL IMPACT:

Funding in the amount of \$292,150.00 is available in account in the following accounts:

\$237,400.00	112400/F0031-2018/1132000000/Grant-2004
\$ 26,026.00	578025/F0031-2018/1132000000/Grant-2004
\$ 28,724.00	578025/F0025-2018/1132000000/Grant-2004

Year 2 – Estimated expenses are \$101,050.00

Year 3 – Estimated expenses are \$101,250.00

Estimated expenses beyond the first year will include consulting services for any needed post implementation changes or enhancements billable at \$125.00 per hour, Medicaid pass-through transaction fees, and web-based client portal service fees. Funding for these additional elements will be requested in future budgets.