Title: Office 365 Discovery and Planning Consulting Services

Dept: Information Systems
Contact Person: Matthew Seeds
Ext.: 4488

Description (service, justification and use):

The objective of St. Charles County in this procurement is to identify and contract with a qualified Microsoft certified Gold Integrator to provide Discovery and Planning Services for formulation and implementation of the Microsoft Enterprise Cloud Office365 with Mobility and other technologies provided to a G3/E3 Tenant.

Consultant will initiate departmental interviews to assess the transition to all platforms and technologies in scope (all technologies selected by the County in the recommended license level). Additionally, the Consultant shall review the data types and make recommendations for the storage and the ideal collaboration mechanism.

Consultant will provide the staff to lead, direct, and perform in a hands-on capacity to achieve the successfully perform the requirements gathering, and planning for the identified tasks with the County staff.

Perform as the County's consultant providing expert levels of leadership, subject matter expertise, direction, and act as liaison to Microsoft, especially according to the prescribed roles and activities of the Microsoft Partner as described by Microsoft.

Consultant shall compile all results from discovery and planning efforts into a Request for Proposals to implement all recommendations.

Model Technologies has been selected as the most responsive proposer out of three proposals received.

Award to: Model Technology Solutions
Location: St. Louis, MO

Was the vendor pre-qualified? Yes ☑ No ☐

Total negotiated price: $54,600.00  Contract term: 1 year            with 0 renewals.

Price break-down (if applicable): See Services Agreement Exhibit II - Pricing Page for price breakdown

Proposal opening held on: February 13, 2020  Opened by: Kurt Mandernach

Account number to be charged for purchase:     

If paying with grant funds, please indicate (1) grant name, (2) total grant amount, (3) what portion of purchase is being paid for by a grant, and (4) when grant period ends as applicable:     
PROFESSIONAL SERVICES – REQUEST FOR APPROVAL

RFP/RFQ #: 20-033

Additional RFQs/RFPs Received

The following additional responses were received:

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
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<tbody>
<tr>
<td>Model Technology Solutions</td>
<td>St Louis, MO</td>
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<tr>
<td>ShareSquared</td>
<td>Los Angeles, CA</td>
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<td>ZeroDay Technology Solutions</td>
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☐ Sole source justification memos from (1) dept. and (2) vendor attached.

Department Director/Elected Official must sign the request prior to routing to the Purchasing Manager.

Department Director/Elected Official Signature

Date

Approval or Concurrence of Director of Finance

3-13-20

BELOW ONLY TO BE COMPLETED FOR PROPOSALS AT LEAST $15,000 AND LESS THAN $50,000. See instructions at the top of pg. 1.

Director of Administration Signature

Date