



CITY OF PLANO COUNCIL AGENDA ITEM

CITY SECRETARY'S USE ONLY					
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory					
Council Meeting Date:		9/14/2015			
Department:		Administrative Services			
Department Head		Jim Parrish			
Agenda Coordinator (include phone #): Dianna Wike x7549					
CAPTION					
To approve an expenditure for an Interim Technology Director in the amount of \$32,000 per month for an estimated four month period for an estimated total of \$128,000 from Thinkbox Technology Group LLC for the Technology Services department and authorizing the City Manager to execute all necessary documents.					
FINANCIAL SUMMARY					
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP					
FISCAL YEAR:	2014-15, 2015-16	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget		0	191,915	178,000	369,915
Encumbered/Expended Amount		0	-159,915	0	-159,915
This Item		0	-32,000	-96,000	-128,000
BALANCE		0	0	82,000	82,000
FUND(s): TECHNOLOGY SERVICES FUND					
<p>COMMENTS: Funding for this item is available in the 2014-15 and 2015-16 Technology Services Fund Budget. Professional Services to hire an Interim Director of Technology Services, in the total amount of \$128,000 for four months, will leave an available balance of \$82,000 for other professional services in the 2015-16 Budget. The contract allows for the city to renew the contract after four months on a month-to-month basis at \$32,000 per month.</p> <p>STRATEGIC PLAN GOAL: Obtaining professional services to oversee the Technology Services department during the search for a new director relates to the City's goal of a Financially Strong City with Service Excellence.</p>					
SUMMARY OF ITEM					
Per the recommendation memorandum.					
The City is exempt from the competitive bid process for this purchase as allowed by Local Government Code Chapter 252 Subchapter B Section 252.022 (a) (4).					
List of Supporting Documents: Recommendation Memorandum			Other Departments, Boards, Commissions or Agencies		



Memorandum

Date: August 24, 2015
To: Diane Palmer-Boeck, Chief Purchasing Officer
From: Jim Parrish, Deputy City Manager
Subject: Interim Technology Director

This memorandum is a recommendation to award Thinkbox Technology Group, LLC the City contract for professional services for a resource to act as Interim Technology Director until a full time candidate is hired to fill the vacated position. This resource will plan, coordinate, direct and design all operational activities for the Technology Services department, as well as provide direction and support for technology solutions that enhance business operations, under the direction and reporting to the Deputy City Manager. The Interim Technology Director will demonstrate global leadership and authority; including resource allocation, project management, and software development life cycle management, system integration, testing, interface facilitation and analysis.

If this recommendation is not approved, the City of Plano's Technology Services team may lose disciplined project and program management, operations support, customer service, and technology governance. Technology guidance is essential to various levels of the organization as technology is integrated into overall business strategy, operations and public safety.

This contract will be on a month-to-month basis for an estimated time of approximately four months at approximately \$32,000 per month, including all travel expenses, for a total estimated expenditure of \$128,000.

Please review and begin the necessary steps for award of this contract for an estimated 4 month period on a month-to-month basis.