



**CITY OF HOUSTON - CITY COUNCIL**

Meeting Date:

ALL

Item Creation Date: 4/30/2021

I04106 - OrgPlus Software - MOTION

Agenda Item#:

**Background:**

**Informal Bids Received March 22, 2021, for I04106 – Approve an award to Planet Cellular Inc., in the total amount of \$22,406.00 for the purchase of OrgPlus renewal licenses for Houston Public Works.**

**Specific Explanation:**

The Director of Houston Public Works (HPW) and the Chief Procurement Officer recommend that City Council approve an award to **Planet Cellular Inc.**, in the total amount of **\$22,406.00** for the purchase of OrgPlus renewal licenses and that authorization be given to issue a purchase order for Houston Public Works.

This is for the purchase of thirty-four (34) OrgPlus RealTime software renewal licenses. OrgPlus RealTime software is used to manage, maintain, and communicate the departments organizational structures. This software allows visualization and optimization of the workforce structures using the web-based organizational charting software to model and plan for changes as well as track key metrics in real time.

This project was advertised in accordance with the requirements of the State of Texas bid laws for an informal procurement. Planet Cellular Inc. has already received \$46,512.65 for other good and/or services this fiscal year. This purchase would put them above the \$50,000 threshold and therefore requires Council action. Five (5) prospective bidders downloaded the solicitation document from SPD's e-bidding website and two (2) bids were received as outlined below:

	<b><u>Company</u></b>	<b><u>Total Amount</u></b>
1.	<b>Planet Cellular Inc.</b>	<b>\$22,406.00</b>
2.	Micro Ops, LLC	\$25,521.89

Planet Cellular Inc.: Award on its overall low bid meeting specifications in the total amount of \$22,406.00

**MWBE Participation:**

This procurement is exempt from the City's MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold. However, HPW does solicit bids through SPD's e-bidding website which is promoted to all registered MWBE vendors.

**Hire Houston First:**

The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses, while supporting job creation. In this case, Planet Cellular Inc., does not meet the requirements of HHF designation, and no firms were within five percent.

**Fiscal Note:**

Funding for this item is included in the FY21 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

DocuSigned by:  
  
 0DD350139A6F4C8...  
 \_\_\_\_\_  
 Jerry Adams, Chief Procurement Officer  
 Finance/Strategic Procurement Division

DocuSigned by:  
  
 A93C410B72B3453...  
 \_\_\_\_\_  
 Carol Ellinger Haddock, P.E., Director  
 Houston Public Works

<u>Estimated Spending Authority:</u>			
Department	FY2021	Out Years	Total
Houston Public Works	\$22,406.00	\$0.00	\$22,406.00

**Amount of Funding:**

\$22,406.00 – Water & Sewer System Operating Fund (8300)

**Contact Information:**

Jedediah Greenfield, Assistant Director (832) 395-3754

**ATTACHMENTS:**

**Description**

Ownership Form  
Tax Report  
Bid Tab  
Form A  
Quote (with QTY Change)

**Type**

Backup Material  
Backup Material  
Backup Material  
Financial Information  
Backup Material