CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorize the City Manager to Execute a Contract with Marquam Consulting for SharePoint Consulting Services
DEPARTMENT:	Administrative Services
PRESENTED BY:	Joan Herrick, Web Developer
ACTION:	____ Ordinance ____ Resolution _X_ Motion ____ Discussion ____ Public Hearing

PROBLEM/ISSUE STATEMENT:
An intranet is a computer network that uses Internet Protocol technology to share information within an organization. The City purchased a Plumtree Portal (bought by Oracle in 2010 and now known as Oracle Webcenter Interaction Portal) for our intranet in 2004. This technology has now reached its end of life with no further enhancements or upgrades available from the vendor.

To address this, the City has decided to move our intranet from an Oracle portal platform to one that uses Microsoft SharePoint software. A consultant with SharePoint knowledge and experience is necessary to create a sound site architecture, an appropriate security model, and assist in migrating our current portal content. Staff is requesting that Council authorize the City Manager to execute a contract with Marquam Consulting for SharePoint consulting services in the amount of $60,000.

RESOURCE/FINANCIAL IMPACT:
The 2015 City budget includes a one-time supplemental appropriation of $61,950 for professional services to migrate our current portal technology from Oracle to Microsoft SharePoint.

RECOMMENDATION

Staff recommends that Council move to authorize the City Manager to execute a contract with Marquam Group in the amount of $60,000 for SharePoint consulting.

Approved By: City Manager *JN*   City Attorney *MK*

INTRODUCTION

The City has decided to move our intranet from an Oracle portal platform to one that uses Microsoft SharePoint software. A consultant with SharePoint knowledge and experience is necessary to create a sound site architecture, an appropriate security model, and assist in migrating our current portal content.

BACKGROUND

An intranet is a computer network that uses Internet Protocol technology to share information within an organization. The City purchased a Plumtree Portal (bought by Oracle in 2010 and now known as Oracle Webcenter Interaction Portal) for our intranet in 2004. This product provides a content publisher for announcements, sign-ups, calendars, document search, sharing and collaboration, and lists for managing data such as contracts and ordinances.

The Portal, which Oracle purchased as part of a larger package, has reached its end of life with no further enhancements or upgrades available from the vendor. Staff is unable to update the City's web browser beyond its current version because it renders important segments of the portal unusable. The same functionality of the current Oracle Portal, in addition to many other enhancements, is available through SharePoint. SharePoint is the most commonly used intranet technology and it integrates seamlessly with other Mircosoft Office products. For these reasons, the City has chosen to migrate from our current Oracle product to Microsoft SharePoint.

DISCUSSION

The City went out to bid for a SharePoint consultant on February 18, 2015. We received 6 responses to the RFP and interviewed 2 vendors. The vendors were evaluated on their project approach, related experience, expertise of key staff, schedule and cost. A staff review panel selected Marquam Group as the preferred vendor. Marquam has extensive experience working with local municipalities in Oregon and Washington implementing SharePoint. The City negotiated a scope of work with Marquam that will meet our needs in successfully making the transition to SharePoint.

RESOURCE/FINANCIAL IMPACT

The 2015 City budget includes a one-time supplemental appropriation of $61,950 for professional services to migrate our current portal technology from Oracle to Microsoft SharePoint.

RECOMMENDATION

Staff recommends that Council move to authorize the City Manager to execute a contract with Marquam Consulting in the amount of $60,000 for SharePoint consulting.