

DRAFT

RESOLUTION 20xx-xxx

RESOLUTION SELECTING AND AUTHORIZING AN AGREEMENT WITH AGREEYA SOLUTIONS, INC. FOR INTERNAL INTRANET REDESIGN, DEVELOPMENT, IMPLEMENTATION, AND MAINTENANCE SERVICES FOR TWO YEARS IN AN AMOUNT NOT TO EXCEED \$394,000. FY2019 EXPENDITURES ARE BUDGETED. FUNDS REQUIRED FOR FUTURE FISCAL YEARS WILL BE BUDGETED IN THE APPROPRIATE FISCAL YEAR, SUBJECT TO BOARD APPROVAL UPON ADOPTION OF EACH FISCAL YEAR'S BUDGET

WHEREAS, the San Diego Unified Port District (District) is a public corporation created by the legislature in 1962 pursuant to Harbors and Navigation Code Appendix 1, (Port Act); and

WHEREAS, improving internal communication, knowledge sharing and awareness of internal, District-wide professional events and opportunities is critical to establishing and maintaining a strong culture at the District and to supporting staff performance; and

WHEREAS, to accomplish these objectives, and based on feedback from staff, the District's internal intranet site should be redesigned and reorganized to deliver information that is most useful in completing daily tasks; and

WHEREAS, the District's current intranet is difficult to update and maintain, relies on an outdated platform, and has an ineffective and outdated design and layout resulting in a poor user experience; and

WHEREAS, the District issued a Request for Proposals Number 18-14KC (RFP) in May 2018 to identify and select a service provider capable of delivering an updated, redesigned internal intranet which meets or exceeds the District's identified requirements; and

WHEREAS, the District notified 1,102 vendors of the opportunity and 45 of them downloaded the RFP; and

WHEREAS, at the time the opportunity closed on June 5, 2018, the District received five (5) proposals, four (4) of which were deemed responsive; and

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WHEREAS, a cross-departmental team consisting of staff from the Marketing & Communications Department, People Strategies Department, and Information Technology Department reviewed the responsive proposals and invited the team's top two (2) candidates to interview. In alphabetical order, the top two candidates were:

- AgreeYa Solutions, Inc.
- ShareSquared, Inc.

WHEREAS, at the completion of the decision analysis, AgreeYa Solutions, Inc. ranked the higher of the two firms interviewed; and

WHEREAS, staff recommends the Board adopt a resolution selecting AgreeYa Solutions, Inc. as the successful respondent to the RFP.

NOW, THEREFORE, BE IT RESOLVED by the Board of Port Commissioners of the San Diego Unified Port District, as follows:

That the Executive Director or her designated representative is hereby authorized on behalf of the San Diego Unified Port District to enter into an agreement with AgreeYa Solutions, Inc. for intranet redesign, development, implementation, and maintenance services for two years and a maximum expenditure of \$394,000.

APPROVED AS TO FORM AND LEGALITY:
GENERAL COUNSEL

By: Assistant/Deputy

PASSED AND ADOPTED by the Board of Port Commissioners of the San Diego Unified Port District, this 12th day of September, 2018, by the following vote: