



Legislation Text

File #: 49612, **Version:** 1

Fiscal Note

The proposed resolution authorizes a contract with Maximus Consulting to prepare a cost allocation model for the City of Madison; the annual cost of the contract is \$16,550. The 2018 Adopted Budget includes \$30,000 for the study. When complete, this model will be used to distribute the City's central service costs to enterprise agencies in order to fully recoup costs for services provided.

Title

Authorizing the Mayor and City Clerk to enter into a contract on behalf of the City with MAXIMUS Consulting Services, Inc. for professional cost allocation services and the creation of an annual Indirect Cost Allocation Plan (CAP).

Body

WHEREAS, the City may utilize the CAP to claim state and federal revenues, and to recover costs from its various special revenue, internal service, and enterprise fund activities.; and

WHEREAS, the Purchasing Division and Finance Department through a competitive process solicited proposals for RFP #8673-0-2017-BO, Indirect Cost Allocation Plan, received written proposals, allowing vendors to bid on completing the Indirect Cost Allocation Plans (CAP); and

WHEREAS, an evaluation team consisting of finance, health, engineering and water department staff conducted a detailed evaluation, scored and ranked each of the proposals using criteria including cost, qualifications, project approach, past performance of negotiations, and references; and MAXIMUS Consulting Services, Inc. received the highest score; and

WHEREAS, MAXIMUS Consulting Services, Inc. proposed a contract price not to exceed \$16,550/year; and

WHEREAS, the City's RFP advertised the contract as a 3-year contract with the option for three additional renewal terms of one year each; and

WHEREAS, under MGO 4.26(3) service contracts of more than three years in duration require approval of the Common Council;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Clerk are authorized to sign a contract on behalf of the City with MAXIMUS Consulting Services, Inc. for professional cost allocation services and the creation of an annual Indirect Cost Allocation Plan (CAP), for the purposes and at the price described above, for an initial term of three (3) years with three (3) optional renewal terms of one (1) year each.