



Agenda Report

MEETING DATE: Tuesday, January 25, 2022

TO: City Council

FROM: CITY MANAGER PRO TEMPORE VIDES
RAUNEL ZAVALA, ADMINISTRATIVE ANALYST

SUBJECT: FIRST AMENDMENT TO CONTRACT WITH SDI PRESENCE LLC.
ADDING TO THE SCOPE OF WORK, INCREASING THE
COMPENSATION BY \$110,600 AND EXTENDING THE TERM OF THE
CONTRACT TO PROVIDE DIRECTION AND RECRUITMENT
SERVICES FOR THE CITY'S IT DEPARTMENT AND AUTHORIZING
CITY

STATEMENT OF ISSUES:

The City's Director for the Innovation & Technology (IT) Department retired on 7/23/21. SDI Presence, LLC, a limited liability company (SDI) has been providing Interim IT Director services for the past five months. The City is currently recruiting a full time IT Director and estimates that by March this position could be filled. In the meantime, the City would like to amend and extend the contract with SDI until 4/30/2022 adding an additional 3 months of service to the original contract.

RECOMMENDED ACTION:

It is recommended that the City Council approve the First Amendment to the contract with SDI Presence, LLC., adding to the scope of work, increasing contract compensation by \$110,600, and extending the term of the contract to continue serving as Interim IT Department Director and lead the recruitment process for the IT Director position of the City of Watsonville.

DISCUSSION:

The City contracted with SDI on July 19, 2021, to provide Interim Director Services to the City's IT Department. During this time SDI assigned Mr. Scott Sanders to serve the City in this capacity. Mr. Sanders has been able to provide steady direction to the IT Team, developed a work plan for the Department, established a new governance structure for the IT Technical Advisory Committee Board, and developed a new organizational chart for the team, employing the team members as direct liaisons with other City departments to increase responsiveness and service.

During the initial term of this contract, Mr. Sanders has led the implementation of several large and critical IT projects such as the Council Chamber Audiovisual Renovation, upgrades

to Public Works fleet management program and gas distribution software, implementation of a service desk system to track incoming requests and prioritize work orders, completed a network security assessment, hiring three new IT analyst and two GIS Analysts, has selected a cybersecurity training program for all City employees, and has started work to improve the City's Payment Card Industry (PCI) and Criminal Justice Information System (CJIS) standards compliance.

SDI, through the assignment of Mr. Sanders to serve as Interim IT Director has provided excellent service to the City during the past five months of their contract. At this time, and as part of the scope of the contract, SDI is assisting with the recruitment and selection process of the City's permanent IT Director. This contract amendment will allow for Mr. Sanders to continue to serve as the Interim IT Director until the recruitment process is complete and the City hires the next IT Director.

STRATEGIC PLAN:

07 – Efficient and High Performing Government

The recommended action is consistent with the City's strategic goal of running an efficient and high performing organization to ensure the organizational viability needed to serve the residents and businesses of Watsonville today and in the future.

FINANCIAL IMPACT:

The City has requested an estimated cost proposal to extend the original contract for three months of full time onsite Interim Director Services. The anticipated cost for these services is estimated not exceed \$110,600.00.

ALTERNATIVE ACTION:

The City Council may choose not to approve the First Amendment to the Contract with SDI.

ATTACHMENTS AND/OR REFERENCES (If any):

- 1) Proposal Letter from SDI Presence, LLC dated 1/4/22