

ANOKA COUNTY INFORMATION TECHNOLOGY (IT) COMMITTEE AGENDA

and Meeting of the Anoka County Board of Commissioners**

Commissioners Gamache (Chair), Reinert (Vice Chair), Meisner

February 16, 2021 - 11:00 A.M.

Bunker Hills Activities Center – Maple Room

550 Bunker Lake Blvd NW

Andover, MN 55304

1. Public comments are welcome at this time with the following guidelines:
 - Comments are limited to the items on today's agenda.
 - Individuals must state their name, address, and comments.
 - Comments will be limited to two minutes per person with a total comment period not to exceed 15 minutes.
 - Comments to individual board members will not be allowed.
 - Questions directed to the committee will not be answered immediately; however, whenever possible, all appropriate questions will be responded to in a timely and effective manner by county staff.

ACTION ITEM:

- *2. Consider recommending that the County Board approve contract C0008431 with Robert Half International Inc., 800 Nicollet Mall, Suite 2700, Minneapolis, MN 55402, in the amount of \$120,000 with a change order of \$12,000 for a six-month professional services agreement related to the implementation of the County Attorney's Case Management System – **see attached Action Item** – from Susan Vreeland.

INFORMATIONAL ITEM:

3. Consider, for informational purposes, a review of the IT Annual Report.

ADDITIONAL ITEMS:

4. Next scheduled meeting will be Monday, March 15, 2021, at 11:00 A.M.
5. Adjourn.

*** Actions taken by this Committee do not bind the County Board. In addition to the County Commissioners appointed to this committee, additional County Commissioners may attend. Non-committee Commissioners may choose to participate in the discussions and/or ask questions, but they will not vote on any item, nor will they agree to take a specific action on business conducted by the committee. If their attendance and limited participation in the committee meeting is considered a meeting of the County Board, this shall serve as notice of a County Board meeting. This shall also serve as notice of a County Board Meeting for any committee comprised of four or more members of the board.*

*Requires board approval

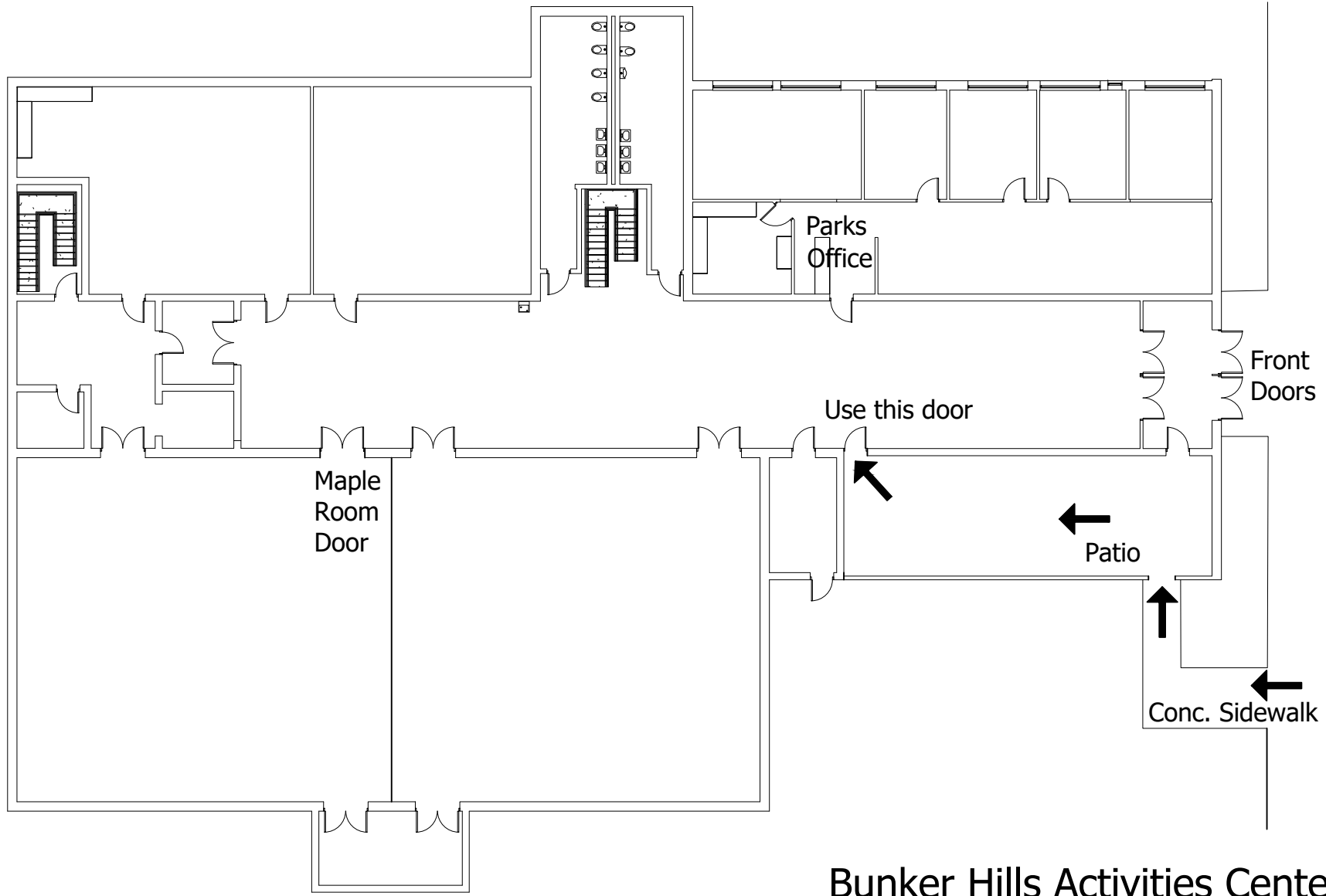


ANOKA COUNTY IT COMMITTEE ACTION ITEM

02/16/2021

INFORMATION TECHNOLOGY

ACTION REQUESTED	The Director of Information Technology and the Anoka County Attorney are requesting that the IT Committee recommend to the County Board approval of contract C0008431 with Robert Half International Inc., in the amount of \$120,000 with a change order of \$12,000 for a six-month professional services agreement related to the implementation of a new case management system for the County Attorney's Office.
BACKGROUND	The County Attorney's Office has one case management application that is implemented in every Division in the office. The existing application is a customized solution over 16 years old and coming to its end of life. Finding and securing the appropriate resources are critical to ensuring the success of the project.
SOLUTIONS	To assist in this effort, a resource currently under contract will provide professional services to assist in the implementation of the new system.
CONCLUSION	<p>In partnership with the County Attorney's Office, we have completed the preparation and negotiation of a Statement of Work and related detail in order to prepare for phase II of the project to plan and prepare for implementation.</p> <p>This additional resource will be key in providing the Office and the IT Department the additional resource needed to implement this technology.</p>
RECOMMENDATIONS	Recommend the County Board approve contract C0008431 with Robert Half International Inc., in the amount of \$120,000 with a change order of \$12,000 for a six-month professional services agreement related to the implementation of a new case management system for the County Attorney's Office.



Bunker Hills Activities Center
Main Level