



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 10/11/2022

**SUBJECT: APPROVAL OF ADDENDUM NO. 4 - RFP NO. 2020-207 - BUSINESS
PROCESS MANAGEMENT AND STRATEGIC CONSULTING -
INFORMATION TECHNOLOGY - SOLUTIONS CUBE GROUP, LLC
- \$9,750.00**

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve Addendum No. 4 to RFP No. 2020-207, Business Process Management and Strategic Consulting, with Solutions Cube Group, LLC for \$9,750.00.

BACKGROUND

On December 14, 2021, the Commissioners Court, through Court Order #137039, approved renewal of RFP No. 2020-207, Business Process Management and Strategic Consulting, for Information Technology, to the following vendors:

Primary	Solutions Cube Group, LLC
Secondary	Analyst International Corporation

On November 16, 2021, the Commissioners Court, through Court Order #136871, approved Addendum 1.

On December 21, 2021, the Commissioners Court, through Court Order #137116, approved Addendum 2.

On March 22, 2022, the Commissioners Court, through Court Order #137780, approved Addendum 3.

Addendum 4 is for Solutions Cube Group, LLC to conduct facilitated meetings for approximately three (3) days, to engage Information Technology, Auditor's Office, and Constable stakeholders to clarify business requirements to update the steps for assessing, collecting, recording, adjusting, depositing, and transferring funds for Constable service activities to eliminate current errors and vulnerabilities.

The term of the contract is effective through February 8, 2023, with one (1) option for a renewal period of twelve (12) months.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Gwen Peterson, C.P.M., A.P.P. Chris Lax, CPSM, CPCP
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Addendum 4 is attached for approval and signature. The Criminal District Attorney's Office reviewed this Addendum as to form.

FISCAL IMPACT

Funding in the amount of \$9,750.00 is available in account 540000/45100-2023/1810220000.