

# **Executive Summary: Harris County IT Consulting Services RFP**

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## **Executive Summary: Harris County IT Consulting Services RFP (15-Specifications.pdf)**

### **Overview**

Harris County is seeking qualified vendors to provide comprehensive Information Technology Consulting Services through a multi-vendor pool arrangement. This executive summary highlights key aspects of the RFP specifications document to support executive decision-making.

### **Contract Details**

- **\*\*Term\*\***: 12-month contract starting September 1, 2025
- **\*\*Renewals\*\***: Four (4) one-year renewal options available
- **\*\*Award Type\*\***: Multiple vendors creating a services pool

- **\*\*Service Model\*\***: As-needed basis throughout contract period
- **\*\*Pre-Proposal Conference\*\***: July 8, 2025, 10:00 AM via Microsoft Teams

## **Project Background**

Harris County is the third-largest U.S. county with 4.7 million residents, 18,500 county employees, and complex IT infrastructure including:

- On-premises data centers
- Disaster recovery systems
- IoT/Operational Technology
- Azure cloud resources
- Growing cloud services portfolio

The county handles sensitive information including PII, PHI, financial data, and criminal justice data, requiring robust security measures.

## **Initial Sub-Projects Focus Areas**

### ***Sub-Project 1: Core Initiative***

- **\*\*Focus\*\***: ERP, Technology Strategies, Justice Applications, Infrastructure
- **\*\*Key Objectives\*\***:
  - IT systems evaluation and improvement
  - Strategic planning aligned with county goals
  - Cybersecurity enhancement
  - Process optimization
  - Continuity of operations planning
  - Cloud transition assessment
- **\*\*MWBE Goal Requirement\*\***: 13.30%

### ***Sub-Project 2: ERP Transformation Strategy***

- **\*\*Focus\*\***: Modernizing/upgrading PeopleSoft ERP system
- **\*\*Key Deliverables\*\***:
  - Current state assessment
  - Strategic business and technology framework
  - Discovery workshops for FSCM and HCM modules
  - ERP options analysis
  - Implementation roadmap

- Possible future vendor selection assistance
- **MWBE Goal Requirement**: 13.30%
- **Technology Requirements**: Must comply with Harris County Universal Services Reference Architecture (USRA)

### ***Sub-Project 3: Juvenile Justice Casework System***

- **Focus**: Assessment and enhancement of Justice Information Management Systems (JIMS2)
- **Key Deliverables**:
  - "AS-IS" and "TO-BE" analysis
  - Stakeholder alignment
  - RFP development for future solution
  - Implementation roadmap
  - Advisory services for vendor selection
- **MWBE Goal Requirement**: 13.30%
- **Technology Requirements**: Must comply with Harris County USRA

## **Service Categories Required**

Vendors must demonstrate capability in at least 2 of these service categories:

1. Advisory and Research Services
2. Application and Software Development
3. Artificial Intelligence
4. Business Intelligence
5. Cybersecurity
6. Data Management
7. Enterprise Resource Planning (ERP)
8. Information Security
9. Infrastructure
10. Justice Applications
11. Microsoft Environment
12. Network
13. Process and Service Delivery Improvement
14. Technology Strategy
15. Training and Certification

## **Consultant Classifications**

- Principal Consultant/Partner/Director
- Senior Manager
- Manager
- Senior Consultant
- Consultant
- Vendor-defined specialists

## **Service Order Process**

- Projects will be ordered via Invite-Only Request for Quote (RFQ)
- Sub-awards require mutually agreed Statement of Work (SOW)
- Projects over \$50,000 subject to MWBE Program requirements
- Software purchases subject to I2PSG committee review and USRA checklist

## **Key SOW Requirements**

- Project overview, scope, timeline, deliverables
- Resources, roles, responsibilities, costs
- SLAs, acceptance criteria, communication plan
- Risk, change, and issue management
- Regular meetings and progress reports

## **Key Operational Requirements**

- Primarily Houston-based resources preferred
- Limited travel reimbursement (requires pre-approval)
- Remote work may be authorized case-by-case
- No overtime, shift differentials, or holiday premium rates
- Pricing adjustments based on CPI-W for Houston

## **Compliance and Performance**

- Vendors must follow Harris County policies
- SOW staff changes require county approval
- Non-performance may result in probation or termination
- Billing disputes must be resolved within 90 days
- Monthly SLA and performance reporting required

## Decision Considerations

1. **Vendor Expertise**: Does the vendor have proven experience in multiple required service categories?
2. **Local Resources**: Does the vendor have adequate Houston-based resources?
3. **Staff Qualifications**: Does the vendor's team have the right skills and certifications?
4. **MWBE Compliance**: Can the vendor meet the 13.30% MWBE goal requirements?
5. **USRA Compliance**: Are the vendor's proposed solutions compatible with Harris County's technology architecture?
6. **Service Flexibility**: Can the vendor adapt to as-needed service requests with appropriate SOW development?
7. **Value Proposition**: Does the vendor offer unique or added-value capabilities beyond base requirements?