



**Roll Call Number**

21-1941

**Agenda Item Number**

57

**Date** December 20, 2021

**APPROVING AGREEMENT WITH OPEN CONTRACT PARTNERSHIP FOR LIFT FUNDING FOR 2021 ELECTRONIC GOVERNMENT PROCUREMENT SYSTEM**

WHEREAS, the Open Contracting partnership (OCP) is a global non-profit public charity that has selected the City of Des Moines and six other cities around the world to participate in its 2021-22 Lift Impact Accelerator Program which helps propel procurement reforms resulting in the goal of systematic change; and

WHEREAS, OCP has proposed a Memorandum of Agreement for such Lift Funding in the amount of up to \$30,000, with \$11,253 to be initially provided as a match to the City's funds of \$11,253 to be used towards implementation and software licensing for an electronic government procurement system; and

WHEREAS, the City will be eligible for the remaining amount up to \$30,000 to fund activities or deliverables based on program goals and negotiations between the City and OCP; and

WHEREAS, the City Council has determined that participation in the OCP 2021-22 Lift Impact Accelerator Program is in the best interests of the City.

NOW, THEREFORE, BE IT RESOVED by the City Council of the City of Des Moines, Iowa, that the Memorandum of Agreement – Lift Funding 2021 for Electronic Government Procurement System Between the Open Contracting Partnership and the City of Des Moines, a copy of which is on file in the City Clerk's Office, is hereby approved and the Finance Director is hereby authorized and directed to execute this Agreement on behalf of the City.

BE IT FURTHER RESOLVED that City Manager is hereby authorized and directed to negotiate the terms of future additional funding to be provided by OCP to the City, if any, pursuant to this Agreement, and to execute such amendment or separate Memorandum of Agreement for such additional funding, subject to approval as to form by the Legal Department.

(Council Communication No. 21- **551** )

Moved by Boesen to adopt.

APPROVED AS TO FORM:

Ann DiDonato

Ann DiDonato, Assistant City Attorney

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE	✓			
BOESEN	✓			
GATTO	✓			
GRAY	✓			
MANDELBAUM	✓			
VOSS	✓			
WESTERGAARD	✓			
TOTAL	7			

**CERTIFICATE**

I, P. Kay Cmelik, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

MOTION CARRIED

APPROVED

J. M. Franklin Cownie

Mayor

P. Kay Cmelik

City Clerk

## **Memorandum of Agreement - Lift Funding 2021 for electronic government procurement (eGP) System**

*Open Contracting Partnership and City of Des Moines*

### **Background:**

The City of Des Moines (the City), Iowa, is a member of Open Contract Partnership's (OCP) impact accelerator program, [Lift](#). Selection for the Lift program is competitive, and the select teams receive support to enhance their efforts to reform public procurement, through better data, open and participatory processes, and technical and financial assistance. The City's main goal for the program is: "City procurement processes consistently advance equity and sustainability, both internally and externally."

To achieve this vision, Des Moines will:

- Ensure policies and values are clear and reflect City priorities.
- Enhance relationships and outreach with current, new, and potential vendors.
- Create and facilitate feedback mechanisms with current, new, and potential vendors and the public.
- Pilot communication and technology strategies, language, and tools.
- Implement tools, technologies, and processes that help efficiently manage procurement and the City's values on equity and sustainability.

As part of Lift, the City is eligible for up to \$30,000 to fund activities or deliverables based on team needs and progress over the course of the program.

**Amount of funding OCP will provide to the City:** \$11,253 (to be matched by Des Moines)

*The City is eligible for additional funding at a later time and decisions on how these funds will be used will be a collaboration between the City and OCP and based on progress from Des Moines.*

The City will invoice OCP for the funds, but funds will be issued directly to the vendor.

### **Use of Funds:**

OCP and the City agree that this funding will be used to help fund year one of implementation and software licensing for an electronic government procurement (eGP) system.

This system will at a minimum allow the City to:

- Publicly post bid opportunities online and accept responses online.
- Publish award decisions and related documentation.
- Send e-notifications of solicitations to companies registered in the system.
- Segment vendors, allowing for better, more useful information/outreach to be sent to all vendors, but particularly local, small and medium enterprises (SMEs), and/or minority- or women-owned enterprises (MWBES).
- Work towards a better and clean vendor database.
- Output data from the system in CSV, JSON, or other machine-readable data format.


OCP will give input/feedback/advice on:

- Lessons learned and guidance on system implementation and integrations, including process improvements
- User centered design, market research, and vendor outreach
- Reporting and opening up public contracting data (using inspiration from [OCDS](#))
- Communicating publicly about team progress using plain language
- Training tools and mechanisms

Systems being considered have already been competitively bid on by Iowa State University.

The City will publicly communicate about its procurement reform as part of the Lift program and launch of the eGP system.

Accepted and agreed upon by:

<b>Open Contracting Partnership</b> By: ..... (signature) Name: Gavin Hayman Title: Executive Director Date:	<b>City of Des Moines</b> By:  ..... (signature) Name: Nick Schaul Title: Finance Director Date:
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APPROVED AS TO FORM:

  
Assistant City Attorney