



STATE OF WASHINGTON
Office of the Washington State
Auditor
SOLE SOURCE POSTING

May 17, 2022

The Office of the Washington State Auditor, contemplates awarding a sole source contract to Fellow, Inc. (herein referred to as Contractor) to provide senior level information Technology (IT) services to create an enhanced experience for users of the Financial Intelligence Tool (FIT). These services will take the form of application development, maintenance, and support services.

Having performed the stakeholder outreach prior to working on the FIT application, the Contractor has an in-depth understanding of local government financial information and their filing requirements, as well as Budget, Accounting and Reporting System (BARS) account codes, Generally Accepted Accounting Principles (GAAP) and Cash financial statement reporting and financial analytics for local governments, legislative bodies, and the general public. Additionally, the Contractor developed FIT's code base and already possesses domain level understanding of the LGCS Reports and FIT's applications and system architecture. This level of understanding is essential to continued enhancement and usability.

SAO developed and released its public facing website in early 2019. Stakeholder and customer feedback validated the need to improve digital equity by expanding user access to hand held devices. This improved access will increase transparency and usability of local government financial information for citizens, legislative bodies and local government staff.

SAO intends on awarding the Contractor with a sole source contract to provide ongoing application development, maintenance and support services because the Contractor already possesses an in-depth understanding of Washington state local government financial information and filing requirements. This level of understanding is essential to successful completion of ongoing maintenance requests and/or system support. It would be extremely costly to procure a new contractor and time consuming for SAO to train them on all of the business and technical requirements necessary for continued development of the FIT application.

Office of the Washington State Auditor will enter into a ONE (1) YEAR contract with Fellow, Inc. The contract will be issued on or after June 6, 2022 and will continue for a one year initial term. The cost of this ONE year contract is \$500,000. Office of the Washington State Auditor may opt to extend the contract for an additional THREE (3) times in ONE (1) YEAR INCREMENTS if required. Office of the Washington State Auditor determines that each optional additional ONE YEAR EXTENSION would result in equal (and/or slightly higher) consideration being added to the total contract value.

Offerors contemplating the above requirements are required to submit capability statements detailing their ability to meet the state's requirements within five (5) working days of this announcement.

Capability statements should address the following state requirements:

- Core Competencies - Broad systems development and implementation experience including explicit knowledge of the Financial Intelligence Tool (FIT) and Washington state financial accounting and reporting requirements. Development of and continued maintenance of the underlying FIT application code.
- Past performance – Designed a local government data visualization solution with features and functions that meet stakeholders’ needs and specifications.
- Differentiators – In-depth knowledge of SAO’s FIT application and data collection systems and thorough understanding of the Budgeting and Reporting System, chart of accounts, generally accepted accounting principles and cash basis of accounting needed to improve usability and promote data transparency.
- Corporate data – Micro business that assists organizations to achieve their strategic goals by providing high-quality IT and consulting services. Uses collective project management, business process, and technical skills to lead successful web-based systems implementations.

In the absence of other qualified sources, it is the state’s intent to make a sole source award of the contract. To submit capability statements or for questions, contact:

Name: Charleen Patten

Phone: 564.999.0941

Email: contractmanager@sao.wa.gov