

COUNTY OF EL DORADO

HEALTH & HUMAN SERVICES

Olivia Byron-Cooper, MPH
Director

3057 Briw Road, Suite B
Placerville, CA 95667



AGENCY DIVISIONS

Administration & Finance
Behavioral Health
Community Services
Protective Services
Public Health
Self-Sufficiency

DATE: October 3, 2023

TO: Honorable Board of Supervisors
Cc: Tiffany Schmid, Chief Administrator Officer

FROM: Olivia Byron-Cooper, Director of Health & Human Services *OBC*

SUBJECT: Retroactive Purchase Contract – Item 23-1634, 11/07/23
Abacus Data Systems, Inc. 7741

This memo is to notify you that a retroactive purchase contract request has been created and is on the Board of Supervisor's Agenda for November 7, 2023 (23-1634).

The Purchase Contract 7741 in the amount of \$19,284.48 is a renewal of Purchase Contract 5775 with Abacus Data Systems, Inc. for the continued use of the Abacus Law case automation software designed for law firms for managing legal workflows, which has been utilized in the Senior Legal program for approximately 15 years.

The prior Purchase Contract 5775 had a term that expired June 28, 2023. The renewal Purchase Contract 7741 was submitted by HHS to the vendor for execution prior to expiration of the prior Purchase Contract, but unfortunately, it was not signed until after the expiration. Due to the services being vital to the Senior Legal program, the vendor did not remove access to AbacusLaw case automation software. In order for the vendor to bill for the services it provided during that time, HHS requests the Board approve the term of the purchase contract retroactive to June 29, 2023. This purchase contract will be coming to the Board on November 7, 2023 to request a perpetual term going forward.

Please let me know if you have any questions or would like to discuss anything further.