

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: January 4, 2024

TO: Honorable Board of Supervisors
Tiffany Schmid, Chief Administrative Officer

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

SUBJECT: Retroactive Renewal of Purchasing Contract – 23-1989, 1/23/24
Zoom Video Communications, Inc. 8186

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 January 23, 2024 (File ID: 23-1989).

Zoom is the Health and Human Service Agency's (HHS) vendor for Video Conferencing software, which is utilized for video conferencing throughout the agency including protected HIPPA compliant communication with clients. Zoom has been used by the HHS departments since 2019 to communicate with colleagues, clients and collaborative groups through video conferencing.

HHS had previously issued Purchase Order (PO) 20001441 for the Zoom services, effective June 10, 2020, for a three-year term, with services paid on an up-front annual basis, which expired June 10, 2023. HHS initially intended to issue a new PO to continue the Zoom video conferencing services, however, due to staffing issues and additional terms and conditions required for the Zoom services, and longer than anticipated negotiations with this vendor, processing time was delayed resulting in the retroactive start date of this contract.

The contractor did not remove HHS's access to Zoom due to the pre-existing relationship and the Agency's continued usage need of video conferencing. Consequently, this Purchase Contract is being requested to start retroactively to June 11, 2023, to cover the video conferencing usage provided since the prior agreement's term date.

As always, please let me know if you have any questions or would like to discuss anything further.