

6/19/12 CAO Reports

COUNTY OF EL DORADO
CHIEF ADMINISTRATIVE OFFICE
INTEROFFICE MEMORANDUM

TO: Board of Supervisors

FROM: Terri Daly, Chief Administrative Officer

DATE: June 19, 2012

SUBJECT: CAO Notes Meeting of June 19, 2012

I have three items for you this week:

Promotions Contracts:

On February 28, 2012, the Board awarded RFP #12-918-031 for the Promotions program to South Shore Chamber of Commerce and American River Music, Inc. The awards for the current year were \$70,000 and \$36,077, respectively. The Board authorized two-year contracts with both awardees. While the first year's compensation is as noted above, the Board item did not include an estimate of the costs for the second year of the contracts. The purpose of this item is to clarify to the Board that the amounts for year two of the contracts will increase or decrease at the same percentage as the total amount budgeted for Promotions Grants. At this point we project that year two amounts will be similar to the year one amounts. This means the total contract amounts will be approximately \$140,000 for South Shore Chamber and \$72,154 for American River Music, Inc.

District Attorney Web-based Case Management System:

On December 13, 2011 (file 11-1393), the Board approved funding in the amount of \$94,847 and authorized the District Attorney to sign a proposal authorizing the department to move forward with creation of a web-based case management system that would allow for electronic routing of files between the DA's office, the Sheriff, the Public Defender, and other local law enforcement agencies. The proposal is actually an amendment to the DA's current contract with Constellation Justice Systems, the company that provides the DA's case management software. The proposal has been reviewed and approved by County Counsel and Risk Management. The purpose of this item is to clarify that the Board, by virtue of authorizing the DA to sign the proposal to carry out the project, authorized the DA to sign the amendment to the contract.

District Attorney Lexis Nexis Agreement:

On July 21, 2009, Agenda Item 09-0893, the District Attorney brought forward an agreement with Lexis Nexis for a 4 year term with a not to exceed amount of \$90,108. The agreement was executed correctly; however, the agenda item incorrectly stated an amount of

\$70,718. The District Attorney wishes to apprise the Board of this error and will be requesting that Purchasing amend Blanket Purchase Order 291186 to add an additional \$19,390 which will cover the remainder of the term of this agreement. The funding is included in the District Attorney's budget.