



## Legislation Details (With Text)

**File #:** 23-1674      **Version:** 1

**Type:** Agenda Item      **Status:** Approved

**File created:** 8/28/2023      **In control:** Board of Supervisors

**On agenda:** 10/24/2023      **Final action:** 10/24/2023

**Title:** Information Technologies (IT) Department recommending the Board consider the following:  
 1) Authorize the continuation of the following perpetual hardware maintenance and software license/support agreements:  
 a) Avaya, Inc. (Agreement 1012) for telecom infrastructure maintenance in the estimated amount of \$180,000;  
 b) ESRI (Agreement 1033) for Software Maintenance for GIS system in the estimated amount of \$75,000.00;  
 c) Granicus, Inc. (Agreement 529) for Legistar Hosted Agenda Workflow System in the estimated amount of \$40,000;  
 d) Granicus, Inc. (Agreement 3091) for automated email subscription services in the estimated amount of \$30,000;  
 e) J2 Cloud Services/Consensus Cloud Solutions Inc (Agreement 390) for eFax services in the estimated amount of \$45,000;  
 f) Megabyte Systems, Inc. (Agreement 467) for services and support of property tax software in the estimated amount of \$380,000;  
 g) Sacramento County OCIT (Agreement 1019) for access to the Criminal Justice Database in the estimated amount of \$110,000; and  
 h) Tyler Technologies, Inc (Agreement 968) for MUNIS ERP System support and update licensing in the amount of \$334,000;  
 2) Authorize the Director of IT, or designee, to sign necessary documents to continue the agreements in accordance with the terms of each agreement;  
 3) Authorize the Purchasing Agent to execute any necessary administrative amendments relating to these perpetual agreements, that do not alter compensation, contingent upon approval by County Counsel and Risk Management; and  
 4) Authorize the Purchasing Agent to encumber funds for the remainder of Fiscal Year 2023-24 and Fiscal Year 2024-25 hardware and software maintenance payments required for each perpetual agreement.

**FUNDING:** General Fund, with partial cost recovery in future years through the Countywide Cost Allocation Plan.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - FY 23-24 Perpetual Software License Agreements 10.4.23 23-1674

Date	Ver.	Action By	Action	Result
10/24/2023	1	Board of Supervisors	Approved	Pass

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**FUNDING:** General Fund, with partial cost recovery in future years through the Countywide Cost Allocation Plan.

### **DISCUSSION / BACKGROUND**

The Board is being asked to authorize the continued utilization of all current perpetual hardware maintenance and software license agreements as outlined on the attached chart, dated October 2023, for on-going hardware maintenance and software support for the remainder of Fiscal Year (FY) 2023-24 and Fiscal Year 2024-25. Information Technologies advises and seeks approval from the Board annually to continue these agreements. Any future changes to the terms and conditions of these agreements, other than the authorized price increases and date extensions, will be brought to the Board for approval.

These licenses and maintenance agreements are necessary to run the mission-critical systems for El Dorado County. IT has made efforts to negotiate ongoing discounts with our current vendors. Multiple County departments are dependent on these licenses to guarantee the ongoing support that ensures these systems run smoothly. IT manages several sole source hardware maintenance and mainframe software license agreements including the on-going maintenance and support for software product licenses that are used to support data center operations and enterprise applications. The software products include operating systems and sub-systems to support print management, diagnostic and utility software, database management and connectivity software, agenda workflow system, the County financial management system, the Property Tax system, and access to the Criminal Justice database through Sacramento County. IT also manages perpetual agreements for telecom infrastructure that are included on the list for approval.

The list also includes one perpetual software license/maintenance contract with Environmental Systems Research Institute, Inc. (ESRI) for the Surveyor's ARC Geographic Information System software. This contract is shared by several County Departments including the Treasurer/Tax Collector, Assessor, Agriculture, Elections, Transportation, Environmental Management, Development

Services, Human Services, Health Services, and the Board Office. Board approval authorizes the Surveyor's office to continue with this perpetual maintenance contract, purchase additional licenses as needed and encumber on behalf of or charge departments using licenses for their portion of the expense.

IT is bringing this matter before the Board per Board Policy C-17 and at the recommendation of County Counsel to make the Board aware of agreements that were previously approved by prior and/or current Boards. Since each of the perpetual hardware maintenance and software license agreements has a maintenance component covering one or more years, we are requesting authorization to continue the maintenance and license agreements and initiate payment for the associated hardware and software maintenance for the remainder of FY 2023-24 and FY 2024-25 as itemized on the attached chart. These perpetual hardware maintenance and software license agreements and their associated maintenance components were initiated at different times over many years and therefore do not have co-terminus dates. This is another reason we advise the Board of this matter once each year.

Per Procurement Policy C-17, Section 2.4 Perpetual Agreements, the Purchasing Agent is authorized to sign perpetual agreements where the dollar amount does not exceed the Purchasing Agent's authority, which is determined based on the dollar amount to be expended within the first thirty-six (36) months of the contract. The IT Department currently has several Board-approved perpetual contracts that meet these requirements. These agreements include Karpel Solutions (Agreement 4072), SADA (Agreement 456), Time Trade Systems, Inc. (Agreement 866), and TeamViewer (Agreement 5226); and all have been removed from the IT Department's annual Board review perpetual list in accordance with Section 2.4 of Procurement Policy C-17, as the cumulative 3-year cost of each perpetual agreement is within Purchasing Agent authority.

Because of the value we receive from these products and the high quality of support we receive from the contracted vendors, IT recommends the continuation of these perpetual agreements and requests approval for the continuation of hardware and software maintenance agreements.

### **ALTERNATIVES**

The Board could deny approval of this item and require each individual item to be presented for renewal.

### **PRIOR BOARD ACTION**

The Board previously approved IT perpetual contracts on the following Legistar Files:

01/09/2018: 18-0027

01/29/2019: 19-0039

10/08/2019: 19-1379

10/06/2020: 20-1260

10/19/2021: 21-1418

10/18/2022: 22-1546

### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

N/A

### **CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

### **FINANCIAL IMPACT**

The estimated total cost for one year of all perpetual hardware/software license maintenance agreements requiring Board approval is \$1,194,000 plus applicable taxes. Funding is and will be included in each fiscal year budget, including the remainder of FY 2023-24 and FY 2024-25 when applicable, to accommodate on-going license and maintenance requirements. Information Technologies is a central service function with costs allocated to other County departments through the annual Countywide Cost Allocation Plan. Therefore, a portion of the cost will be recouped from outside funding sources through the Countywide Cost Allocation Plan.

### **CLERK OF THE BOARD FOLLOW UP ACTIONS**

N/A

### **STRATEGIC PLAN COMPONENT**

Good Governance

### **CONTACT**

Tonya Digiorno, Director of Information Technologies