



## Legislation Details (With Text)

**File #:** 24-0086      **Version:** 1

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

**File created:** 1/3/2024      **In control:** Board of Supervisors

**On agenda:** 2/6/2024      **Final action:** 2/6/2024

**Title:** Chief Administrative Office, Procurement and Contracts Division, recommending the Board:  
 1) Approve and authorize the Purchasing Agent to sign Amendment No. 2 to Support Services Agreement 5365 with PlanetBids, LLC, for the continued use of the PlanetBids Vendor and Bid Management Proprietary Software, extending the term of the Agreement by three (3) additional years, for an updated term of February 15, 2021 through February 14, 2027 including the provision for additional three (3) year renewal terms on a perpetual basis, and increasing the not-to-exceed amount of the Agreement to \$72,446.06; and  
 2) Authorize the Purchasing Agent to execute administrative amendments to Support Services Agreement 5365, each amendment would be contingent upon County Counsel and Risk Management approval.

**FUNDING:** General Fund.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Contract Approval.pdf, 2. B - Amdendment II.pdf, 3. C - Amendment I.pdf, 4. D - Agreement 5365.pdf

Date	Ver.	Action By	Action	Result
2/6/2024	1	Board of Supervisors	Approved	Pass

Chief Administrative Office, Procurement and Contracts Division, recommending the Board:  
 1) Approve and authorize the Purchasing Agent to sign Amendment No. 2 to Support Services Agreement 5365 with PlanetBids, LLC, for the continued use of the PlanetBids Vendor and Bid Management Proprietary Software, extending the term of the Agreement by three (3) additional years, for an updated term of February 15, 2021 through February 14, 2027 including the provision for additional three (3) year renewal terms on a perpetual basis, and increasing the not-to-exceed amount of the Agreement to \$72,446.06; and  
 2) Authorize the Purchasing Agent to execute administrative amendments to Support Services Agreement 5365, each amendment would be contingent upon County Counsel and Risk Management approval.

**FUNDING:** General Fund.

### DISCUSSION / BACKGROUND

The Chief Administrative Office, Procurement and Contracts Division contracts with PlanetBids, LLC for the use of their proprietary eProcurement software-as-a-service platform. PlanetBids is a web-based eProcurement company that was established in 2000 with a mission to provide web-based procurement solutions to help procurement professionals in the public, private, education, and non-profit sectors streamline entire processes and connect with suppliers more efficiently and cost effectively by providing a modular suite of innovative solutions for organizations. The PlanetBids eProcurement solution allows the County to electronically distribute informal and formal competitive

solicitations including Requests for Proposals (RFP), Request for Qualifications (RFQ), Invitations to Bid (ITB), and provides the County with vendor management and reporting services. PlanetBids notifies registered vendors of solicitations that match the commodity criteria under which the vendor registered.

Procurement and Contracts has thoroughly tested this eProcurement solution, having issued one hundred sixty-eight (168) competitive opportunities and growing the County's vendor registration list to exceed two thousand (2,000) vendors since going live in May 2021. Based on the satisfactory performance and system functionality we are requesting the Board's approval to extend the existing contract for an additional three years and modifying the term to a perpetual software agreement to allow the County to exercise additional three (3) year renewal terms in accordance with the Board's Policy C-17 section 2.4, and increase the maximum not-to-exceed amount to \$72,446.06.

### **ALTERNATIVES**

Should the Board decide not to approve this proposed Amendment, staff would have to explore other software options to allow for electronically posting competitive solicitations and vendor registration and management.

### **PRIOR BOARD ACTION**

N/A

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

County Counsel  
Human Resources  
Risk Management

### **CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

### **FINANCIAL IMPACT**

The additional costs listed in this request are included in this fiscal year's budget and will be included in future fiscal year budgets.

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

N/A

### **STRATEGIC PLAN COMPONENT**

Good Governance

### **CONTACT**

Michele Weimer, Procurement and Contracts Manager/Purchasing Agent