



Legislation Text

File #: 21-1226, **Version:** 1

Health and Human Services Agency (HHS) recommending the Board:

- 1) Ratify the execution of Agreement 3245 with CharityLogic, Inc., for the provision of the County's 2-1-1 Information and Referral iCarol Subscription, with an initial term of three (3) years, September 6, 2018 through September 5, 2021, in the amount of \$41,470, which automatically renews for successive one (1) year periods at the end of the initial three (3) year term, subject to CharityLogic's then-current price structure;
- 2) Authorize the Health and Human Services Agency to pay CharityLogic, Inc., under the existing terms of Perpetual Agreement 3245, in the annual amount of \$13,578.24 for a one year-period beginning September 6, 2021; and
- 3) Authorize the HHS Director or their designee to execute further documents relating to Agreement 3245, contingent upon County Counsel and Risk Management concurrence, including amendments which do not increase the maximum dollar amount.

FUNDING: General Fund.

DISCUSSION / BACKGROUND:

2-1-1 El Dorado is a free, comprehensive and confidential information and referral service linking residents over the phone and on the internet to health and human services, information and other resources in the community that may be able to help them. On March 13, 2018 (File 18-0341), the Board of Supervisors authorized the Health and Human Services Agency (HHS) to enter into an Agreement with CharityLogic, Inc. for the provision of the County's 2-1-1 Information and Referral iCarol Subscription, for a three (3) year term in the amount of \$41,470. Following subsequent review and approval by IT and County Counsel, the agreement documents were signed and executed effective September 6, 2018. Per the terms of the agreement, the subscription was set to automatically renew following the initial three (3) year term, for successive one (1) year periods, unless either party provides written notice of its intent to not renew at least sixty (60) days prior to the end of the then-current term. On June 29, 2021, HHS received an invoice to renew the existing iCarol subscription with CharityLogic, Inc. The amount due (paid quarterly) has increased by approximately four percent (4%) over the previous year. On July 12, 2021, HHS confirmed with CharityLogic, Inc. that the invoice received automatically extends existing Agreement 3245 per the iCarol software subscription terms and conditions. It has been determined that the automatic renewal terms in the agreement make the agreement a perpetual agreement.

Pursuant to Procurement Policy C-17, Board of Supervisors approval is required for any contract term exceeding three (3) years inclusive of all any amendments and regardless of dollar amount; therefore, HHS is recommending the Board ratify and approve this perpetual agreement. HHS will include Agreement 3245 on the annual perpetual contracts report to the Board until the agreement is terminated.

ALTERNATIVES:

Should the Board decline to approve this recommendation, 2-1-1 services would be discontinued in El Dorado County. Additionally, HHS would still be obligated to pay the June 29, 2021 invoice as the

time-frame required to notify CharityLogic, Inc. of the County's intent not to renew at least sixty (60) days prior to the end of the then-current term has passed.

PRIOR BOARD ACTION:

03/13/2018, 18-0341, Award and Approval to execute Agreement 3245

OTHER DEPARTMENT / AGENCY INVOLVEMENT:

Approved by County Counsel, Information Technologies, and Risk Management

CAO RECOMMENDATION:

Approve as recommended.

FINANCIAL IMPACT:

This software subscription is 100% funded by General Fund. The subscription renewal has increased by approximately four (4%) percent over the previous year. The subscription may increase annually per the iCarol software subscription terms and conditions. Sufficient appropriations were included in the Fiscal Year 2021-22 budget and will be included in future budgets for the perpetual term of the Agreement.

CLERK OF THE BOARD FOLLOW UP ACTIONS

Clerk of the Board to provide a certified Minute Order to HHSA Contracts Unit at 3057 Briw Road, Suite B.

STRATEGIC PLAN COMPONENT:

N/A

CONTACT

Don Semon, Director, Health and Human Services Agency