



## Legislation Text

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**File #:** 22-0041, **Version:** 1

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Office of the District Attorney recommending the Board approve and authorize the Board Chair to execute Amendment I to perpetual contract 6126 with Karpel Solutions, Inc., which adds ongoing as-needed support services and increases the not-to-exceed of the contract to \$63,820.

**FUNDING:** General Fund.

### **DISCUSSION / BACKGROUND**

Agreement 6126 with Karpel Solutions in the amount of \$53,820 was executed in November 2021 to provide the migration and set up services for the District Attorney's Office transition from G-Suite to M365, as well as the necessary M365 Licenses. Karpel Solutions currently provides Case Management software to the District Attorney's Office. Using Karpel as the migration vendor allows for integration between M365 and the Case Management software. Amendment I has been drafted to add ongoing migration and M365 environment support, and also allows for annual increases for licensing fees, which are subject to change and set by Microsoft. The Amendment increases the first-year NTE of the contract to \$63,820.

Per County Policy C-17, Departments must obtain authorization from the Board of Supervisors initially, and on an annual basis, to utilize any contract that does not have a stated contract term. Due to the license's perpetual nature, this amendment to the perpetual agreement requires Board approval.

### **ALTERNATIVES**

The Board could choose to not approve this amendment request and Karpel would not be available to provide ongoing M365 and integration support.

### **PRIOR BOARD ACTION**

21-1766 Initial approval of Karpel agreement

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

N/A

### **CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

### **FINANCIAL IMPACT**

The District Attorney is using savings to fund first-year costs incurred in FY 2021-22 for this migration. Future year budgets will include appropriations for the annual licensing renewal fees.

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

Clerk of the Board to obtain the Board Chair's signature on two copies of Agreement 6126 Amendment I with Karpel Solutions, Inc. and return one certified copy to the Chief Administrative Office, Central Fiscal Unit, Attention: Audra Anderson.

**STRATEGIC PLAN COMPONENT**

Infrastructure

**CONTACT**

Vern R. Pierson, District Attorney