



BOARD OF SUPERVISORS
AGENDA LETTER
Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Agenda Number:

Department Name: Public Works
Department No.: 054
For Agenda Of: August 3, 2021
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director: Scott D. McGolpin, Public Works Director, 568-3010
Contact Info: Aleksandar Jevremovic, County Surveyor, 568-3012
SUBJECT: Amendment to the Agreement with Visus, LLC, to develop Survey Digital Intake and Review Web Application

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute the attached Amendment to the Agreement for Services of Independent Contractor with Visus, LLC, a local vendor, to develop a Survey Digital Intake and Review Web Application to increase the contract amount by \$10,000 for a total not to exceed amount of \$139,410 and to extend the contract term to November 30, 2021; and
- b) Determine that the recommended actions do not constitute a project subject to environmental review and are exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(5), finding that the actions are organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

Summary Text:

This item is on the agenda to amend the Agreement for services for development of a Survey Digital Intake and Review Web Application. This amendment to the Agreement will replace the originally proposed Heartland's API e-commerce transactions credit card payment processing method with the Heartland SecurePay credit card payment processing method. The SecurePay product provided by Heartland directs the handling of the clients' credit card information to the Heartland infrastructure and allows successful completion of the Payment Card Industry (PCI) Data Security Standard Self-Assessment Questionnaire (SAQ) "A" standard.

Background:

This Agreement was approved and authorized by the Board of Supervisors on April 7, 2020 for the total amount not to exceed \$117,645 and authorized the Director of Public Works Department to approve change orders for contingency in amount not to exceed \$11,765.

The Contractor has completed most of the application development except for the originally proposed Heartland credit card payment integration using API payment method. This originally proposed payment solution would not achieve PCI SAQ-A standard. The SAQ-A standard assures the cardholder data functions are completely outsourced to validated third parties (Heartland), where the County will receive only paper reports or receipts with cardholder data.

The proposed amendment to the Agreement will provide the funding for the recommended Heartland SecurePay implementation and integration with the Survey Digital Intake and Review Web Application (DIRS). Following the development and implementation of the SecurePay credit card payment option DIRS will achieve PCI SAQ-A attestation of compliance.

Fiscal and Facilities Impacts:

Budgeted: Yes



Narrative:

The total cost of this project is \$139,410. This project will be funded by the Public Works Dept. 054, Fund 0001, Program 5000, Account 7650 for FY 2021/2022. This project is not funded by the General Fund.

Special Instructions:

Please forward a certified, stamped Minute Order approving these Board actions to Public Works, Surveyor, Attention: Aleksandar Jevremovic, 568-3012

Attachments:

Attachment A: Amendment to the Agreement with Visus, LLC, to develop Survey Digital Intake and Review Web Application

Attachment B: Executed Agreement BC-19481

Authored by:

Aleksandar Jevremovic, Public Works Department, Surveyor, 568-3012