



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

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

Department Name: General Services
Department No.: 063
For Agenda Of: April 19, 2022
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Director(s) Janette D. Pell, Director
Contact Info: Andre Monostori, Assistant Director

SUBJECT: Agreement for Professional Services of Independent Contractor with CIO Solutions; All Districts.

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management
As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Purchasing
As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve, ratify, and authorize the Chair to execute an Agreement for Services of Independent Contractor with CIO Solutions for information technology consulting services for a total Maximum Agreement amount not to exceed \$400,000.00, beginning July 1, 2021 through June 30, 2022 inclusive of \$200,000.00 under Purchase Order CN24926, but which otherwise cancels, nullifies, and supersedes Purchase Oder CN24926; and
- b) Determine that the above recommended action is a government funding mechanism or other government fiscal activity, which does not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment and is therefore not a project under the California Environmental Quality Act (CEQA) pursuant to section 15378(b)(4) of the CEQA Guidelines.

Summary Text:

The County currently contracts with CIO Solutions for information technology consulting services under Purchase Order CN24926. The Information and Communications (ICT) division of General Services requests to extend these consulting services with CIO Solutions to maintain staffing of IT subject-matter experts for the remainder of fiscal year 2021-2022, for a maximum contract amount of

\$400,000, beginning July 1, 2021 through June 30, 2022 inclusive of \$200,000.00 under Purchase Order CN24926, but which otherwise cancels, nullifies, and supersedes Purchase Oder CN24926.

Background:

CIO Solutions has been a consulting partner with ICT for approximately the last five years, providing staff with critical subject-matter expertise to assist with projects and other essential work.

Performance Measure:

ICT requires the additional services to maintain staffing due to vacancies and to fill critical staffing needs with subject-area experts who possess skills and knowledge lacking within the division. Existing ICT management will supervise the work to be performed and will update contractor of any performance-related issues in a timely manner.

Fiscal and Facilities Impacts:

Budgeted: Yes **Fiscal Analysis:**

<u>Funding Source-CIO Solutions Services</u>	<u>Current FY Costs:</u>	<u>Total One-Time Project Cost</u>
Fund 1915-IT	\$ 400,000.00	\$ 400,000.00
Total	\$ 400,000.00	\$ 400,000.00

Narrative: The cost for CIO Solutions services is included in the IT rates and in the budget for IT Professional Services this fiscal year. Costs to date for this vendor have been incurred through an existing Purchase Order; the additional \$200,000.00 Agreement for Services, requiring Board approval, is needed because this vendor will now exceed the annual per-vendor countywide aggregate limit.

Key Contract Risks:

The agreement applies County standard independent contractor terms and conditions in accordance with State of California laws and regulations. The risk mitigation includes insurance coverage appropriate for the level of risk involved as determined by General Services in conjunction with the County Risk Manager, and the agreement indemnifies County agents, officers and employees from all claims that arise from activities performed under the agreement.

Special Instructions:

Clerk of the Board: please return two (2) duplicate originals of the fully executed agreement and a copy of the minute order of the actions to the General Services Department, Attention: Andre Monostori, Assistant Director.

Attachments:

- Attachment A: Agreement for Professional Services of Independent Contractor with CIO Solutions
- Attachment B: Quote (CIO Solutions)

Authored by:

Jason Womack, Administrative Office Professional II, General Services, ICT Division