



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: Behavioral Wellness
Department No.: 043
For Agenda Of: April 21, 2020
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Alice Gleghorn, PhD, Director
Director(s) Department of Behavioral Wellness, 681-5220
Contact Info: Marshall Ramsey, MIS Manager, 681-5227

SUBJECT: Behavioral Wellness – FY 19-20 Big Sky Consulting LLC PO to Board Contract

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Risk Management

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 **Big Sky Consulting LLC**, a California limited liability company, (a local vendor), to provide specialty IT consulting services to the Department of Behavioral Wellness, for a new total contract amount not to exceed **\$44,000** for FY 19-20 through June 30, 2020, inclusive of \$15,000 under Purchase Order CN23297, but which otherwise cancels, nullifies, and supersedes Purchase Order CN23297; and
- b. Determine that the above action is a government fiscal activity that will not result in direct or indirect physical changes in the environment, pursuant to section 15378(b)(4) of the California Environment Quality Act (CEQA) guidelines.

Summary Text:

The above-referenced item is on the Board’s agenda to request approval to increase the contract maximum amount of the agreement with Big Sky Consulting, LLC, (Big Sky) for Fiscal Year 2019-2020 due to an unanticipated increase in service needs. The new total contract amount shall not exceed \$44,000 for Fiscal Year 2019-2020, inclusive of \$15,000 under Purchase Order CN23297, but which otherwise cancels, nullifies, and supersedes Purchase Order CN23297. Approval of the recommended actions will allow Behavioral Wellness (BeWell) to continue to use necessary network services, such as Share Care and Clinicians Gateway, with Big Sky’s consulting and support services.

Background:

Since 2001, Big Sky has provided specialty IT consulting services for BeWell. The continuing services provided under the service agreement include training, consultation, and support for network services. In 2018, the County received SABG grant funds specifically to be used for technology (SABGEX). The SABGEX grant has since expired; however, any additional costs to complete an initiative started under SABGEX can be billed under SAPT discretionary funds. Therefore, this increase in Big Sky’s maximum contract amount will be funded by SAPT discretionary funds.

Performance Measures:

Big Sky continues to provide monthly maintenance of BeWell’s application server infrastructure. This includes routine software updates and security patches. In addition to this general maintenance, Big Sky also provides special project assistance. During the last half of 2019, Big Sky was instrumental in leading a significant overhaul of BeWell-specific application server infrastructure. This included the installation of new hardware to support additional virtual systems, virtual software upgrades, server operating system upgrades, storage area network expansion, and the relocation of critical systems to the County Emergency Operations Center data center. This work was performed over a very short time period to properly leverage grant funding. It was clear that Big Sky prioritized the County’s needs. Big Sky is timely in its response and is an efficient and cost-effective partner for BeWell’s IT initiatives.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY19-20 Cost:</u>
General Fund	
State	\$ -
Federal	\$ 44,000.00
Fees	
Other:	
Total	\$ 44,000.00

Narrative: The above referenced contract is funded by Federal funds. Funding for this agreement was included in the Department’s FY 19-20 Budget.

Key Contract Risks:

With any contractor that has exposure to Protected Health Information (PHI), there is a risk of a data breach. To mitigate this risk, the contract with Big Sky includes the HIPAA Business Associate Agreement (BAA) exhibit that prohibits a Business Associate from unlawfully disclosing PHI, outlines required safeguards to which it must adhere, and mandates reporting a breach in line with State reporting requirement. In addition, the HIPAA BAA exhibit includes an indemnification clause which requires a Business Associate to indemnify the County for costs associated with notification obligations in the event of a breach and to pay for imposed fines or penalties. This indemnification clause protects the County from liability associated with the contractor's breach of PHI.

Special Instructions:

Please return one scanned (1) Minute Order to the Contracts Division at bwellcontractsstaff@santa-barbara.ca.us and to Amber Foschaar at: cfoschaar@sbcbswell.org.

Attachments:

Attachment A: Big Sky Consulting FY 19-20 Board Contract

Attachment B: Big Sky Consulting FY 19-20 Purchase Order executed (CN23297)

Authored by:

A. Foschaar