



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: June 28, 2022
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: General Services Janette D. Pell, Director (805) 560-1011
Contact Info: Andre Monostori, Interim Assistant Director (805) 568-2606
SUBJECT: First Amendment to the Agreement with DynTek, Services, Inc. for the Microsoft Office 365 Upgrade Project; All Districts

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 the attached First Amendment to the Agreement (BC20042) with DynTek Services, Inc. to revive the agreement, update Exhibit C to the agreement, and extend the term through June 30, 2023 for Phase B of the Microsoft Office 365 Upgrade Project, with no change to the maximum contract amount; 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:

To facilitate ongoing work related to the Microsoft Office 365 upgrade project, General Services is requesting the Board revive the agreement, update Exhibit C and extend the term date of the existing agreement with DynTek Services, Inc. (Dyntek) for Phase B of the services through June 30, 2023.

Background:

On July 14, 2020, the Board of Supervisors approved the agreement for the Office 365 Implementation project with Dyntek for Phase A services with an option to exercise Phase B services. General Services received Board approval on December 15, 2020 to exercise the option for Phase B, with a term end date of December 31, 2021. Due to the additional time required to complete this work, General Services is requesting that the Board revive the agreement and extend the term to June 30, 2023 with no change to the maximum contract amount.

The SharePoint migrations for some departments were more complex than anticipated and used functionality that does not exist for SharePoint Online. This required more County resource time from ICT and the departments than was anticipated during the scoping of the project. Migrating SharePoint on-premise sites to the cloud required adaptation and new best practices, as several old functions do not carry over to the new online version. Departments that did not have an on-premise instance of SharePoint were setup with new SharePoint sites with a standard template and no migration process. A decision was made to concentrate on the email and collaboration portion of the migrations and once completed return back for the SharePoint migrations with the staff concentrating on SharePoint for all County departments.

Key Contract Risks

Due to the negotiated contract being based on a time and materials proposal, the above decision had no financial impact. Project oversight will continue to be important to mitigate against cost overruns.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

Narrative: The Board of Supervisors approved the agreement with Dyntek on July 14, 2020 for Phase A in an amount not to exceed \$190,400 and with an option for Phase B of the project in an amount not to exceed \$902,421. On December 15, 2020, the Board exercised Option B and delegated authority to the Director of General Services to issue amendments to the agreement in an amount not to exceed 5% of the maximum contract amount for Phase B services or \$45,121.00. Such funds have been budgeted. We expect to remain within the approved funding amount for the duration of this project, with approximately \$300,000.00 remaining on the contract.

Attachments:

1. Attachment A—DynTek Amendment 1
2. Attachment B—July 14, 2020, Agreement with DynTek, for Microsoft Office 365 Implementation Services

Authored by:

Jason Womack, Administrative Office Professional II

cc:

