



**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:** Information Technology  
**Department No.:** 067  
**For Agenda Of:** February 13, 2024  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

**TO:** Board of Supervisors

**FROM:** Department Chris Chirgwin, Chief Information Officer (CIO), (805) 568-2608  
Director(s)  
Contact Info: Andre Monostori, Deputy CIO, (805) 568-2606

**SUBJECT:** Agreement for Services of Independent Contractor with Carahsoft; All Districts.

**County Counsel Concurrence**

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

**Auditor-Controller Concurrence**

As to form:

Other Concurrence: Executive IT Council (EITC)

As to form: Yes

**Recommended Actions:**

- a) Approve and authorize the Chair to execute the Agreement with Carahsoft for information technology (IT) professional services for a total maximum compensation amount not to exceed \$894,732.48, beginning February 13, 2024, through February 12, 2027; and
- b) Approve and authorize the Chief Information Officer, or their designee, to execute change orders to the agreement to order additional services set forth in the Agreement in an amount not to exceed \$89,473.24; and
- c) Determine that the above recommended actions are government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment, and are therefore not a project under the California Environmental Quality Act (CEQA) pursuant to section 15378(b)(4) of the CEQA Guidelines.

**Summary:**

This item is on the agenda to request that the Board of Supervisors (Board) approve and authorize the Chair to enter into the Agreement with Carahsoft for the provision of IT professional services, licensing, and subscriptions for a total maximum contract amount not to exceed \$984,205.72, for the period of February 13, 2024, through February 12, 2027. Carahsoft serves as the Master Government reseller for the industry’s leading manufacturers. Carahsoft Technology Corp. is a trusted government IT solutions provider, supporting public sector organizations across Federal, State, and Local government agencies and

education and healthcare markets. Carahsoft will act as the reseller for the Commvault professional services, licensing, and subscriptions as contemplated under this agreement.

**Background:**

In response to an ever-evolving landscape of cybersecurity threats and data integrity challenges, the County's Information Technology Department (ITD) has strategically decided to transition from regular disk-to-disk backup to an immutable backup solution. An immutable backup is defined as a backup file that cannot be altered in any way. This important shift is driven by a proactive approach to enhance the resiliency of our data-protection strategy. Commvault immutable backup provides an additional layer of defense by helping prevent unauthorized alterations or deletions of critical data, thereby reducing the risks from ransomware attacks and helping to ensure the integrity of our information assets. This strategic move aligns with industry best practices and positions our organization at the forefront of data security, strengthening our commitment to maintaining the confidentiality, availability, and integrity of our valuable digital assets.

In alignment with County Code Sec. 2-38.1 and 2-38.2 (Cooperative Purchasing), the County of Santa Barbara will procure Commvault professional services, licensing, and subscriptions through a California Multiple Award Schedule negotiated and competitively bid with Carahsoft.

The purchase has been reviewed and approved by the project request approvers on behalf of the EITC.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>FY 23/24</u></b> <b><u>One-Time Cost</u></b>
ISF Fund 1915 (Reserved Retained Earnings)	\$ 685,746.00
ISF Fund 1915 (Unreserved Retained Earnings)	\$ 208,986.00
3-Year Total	\$ 894,732.00
ISF Fund 1915 (Unreserved Retained Earnings) - Contingency	\$ 89,474.00
<b>Total FY 23/24 Cost for 3 yr Agreement with Contingency</b>	<b>\$ 984,206.00</b>

Narrative:

ITD will cover these expenses with a draw from fund balance already established in the FY 2023-24 adjusted budget, tapping into Internal Service Fund 1915 Retained Earnings. Given that this expense exceeds \$200,000 in Countywide aggregate spending with the vendor, Board approval is required. The necessary funding will come from a combination of releasing \$685,745.49 from Reserved Retained Earnings and \$298,460.23 from Unreserved Retained Earnings, which incorporates a \$89,474.00 contingency.

Additionally, this three-year contract allows for the potential inclusion of extra services in the upcoming fiscal years, with an estimated cost of \$89,100. Should we choose to incorporate these additional managed services, a contract amendment and budget revision will be presented to the Board for approval.

**Key Contract Risks:**

The Agreement for the fiscal year is provided at a fixed cost, limiting any financial risk to the County. The services being provided are by a company with a strong history and financial background, so the overall risk of this Agreement is considered low.

**Special Instructions:**

Clerk of the Board: Please return one (1) copy of the executed agreement plus the minute order of the action to the Information Technology Department, attention: Onelia Rodriguez, Finance Manager, Information Technology Department.

**Attachments:**

Attachment A—Agreement with Carahsoft

Attachment B—Commvault EULA

**Authored by:**

Jason Womack, Administrative Office Professional II