Board Agenda Item 42

DATE: October 31, 2017

TO: Board of Supervisors

SUBMITTED BY: David Pomaville, Director, Department of Public Health
Robert W. Bash, Director of Internal Services/Chief Information Officer

SUBJECT: Retroactive First Amendment to Systems Innovators Agreement

RECOMMENDED ACTION(S):

Approve and authorize the Chairman to execute a retroactive First Amendment to Agreement No. 14-628 with Systems Innovators, a Division of N. Harris Computer Corporation, for integrated cashiering system software and hardware service, effective upon execution authorizing a one-year extension of the term to June 30, 2018 and increasing the maximum by $52,865 to a total of $426,000.

Approval of the recommended action will increase the maximum compensation to add the Department of Public Health as cashiering system users. The recommended amendment will be funded with Health Realignment to improve payment acceptance capabilities and implement strong controls in order to safeguard departmental revenues, with no increase in Net County Cost.

ALTERNATIVE ACTION(S):

Should your Board not approve the recommended action, the Department would continue with its current manual process which is intensive and lacks efficiency, accuracy, and adequate internal controls.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. The recommended amendment would increase the maximum by 14% or $52,865; from $373,135 to $426,000. Health Realignment will cover the increase, which includes additional service fees not to exceed $2,000 per year for each one-year period of the agreement. One-time fees for installation, training and project management for $48,171 include:

1. Implementation, Project Management, and Development in the amount of $34,760, including Travel Costs
2. Equipment in the amount of $13,411, including tax

Sufficient appropriations and estimated revenues are included in the Department's Org 5620 FY 2017-18 Adopted Budget, and will be included in subsequent budget requests.

DISCUSSION:

The Department must replace its cash register system with a state-of-the-art system to improve cash control processes. Due to the success that the Auditor-Controller/Treasurer-Tax Collector (AC/TTC) has had with the Systems Innovators cashiering system, the Department would like to be included as a user in the existing agreement.

On October 28, 2014, your Board approved Agreement No. 14-628 with Systems Innovators to provide continued support and maintenance for the iNovah cashiering system with integrated remittance processing, including upgrades for the Treasurer's Division of the AC/TTC. Systems Innovators has consistently performed satisfactorily for the AC/TTC over the last eight years, commencing with the execution of Agreement No. 09-309 on July 7, 2009, and offered an integrated system that provides streamlined payment-processing services performed by the AC/TTC staff.

The recommended action is necessary to amend the agreement to purchase additional iNovah Licenses, maintenance and support, and increase the total compensation accordingly for the utilization by the Department. The system will enable the Department to process payments including fees for medical visits, vaccinations, birth certificates, burial permits, environmental health inspections/licenses, laboratory testing, animal control and emergency medical services training and certification reducing manual efforts, improving payment acceptance capabilities, and implementing strong controls to safeguard revenues.

With your Board's approval of the recommended action, the maximum will increase to $426,000, to add the Department as users and the term of the agreement will be extended one-year to June 30, 2018. All other agreement terms remain unchanged.

REFERENCE MATERIAL:

BAI #16, October 28, 2014 - Agt. No. 14-628
BAI #24, July 7, 2009 - Agt. No. 09-309

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - First Amendment to Agreement No. 14-628 with Systems Innovators

CAO ANALYST:

Sonia De La Rosa