



County of Monterey

Item No.

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: A 24-061

February 27, 2024

Introduced: 2/14/2024

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Agreement

- a. Approve and authorize the Director or Assistant Director of the Department of Social Services to sign Amendment #1 with Northwoods Consulting Partners, Inc. adding \$265,000 for a new contract total of \$1,618,480 and revise the scope of work to include relaunching its Traverse solution amongst Department of Social Services staff and enable new Traverse functionality with no changes to the contract term; and
- b. Authorize the Director or Assistant Director of the Department of Social Services to sign up to three (3) future amendments to this amended Agreement where the total amendments do not exceed 10% (\$161,848) of the amended contract amount, do not significantly change the scope of work, and do not exceed the maximum aggregate amount of \$1,780,328.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Director or Assistant Director of the Department of Social Services to sign Amendment #1 with Northwoods Consulting Partners, Inc. adding \$265,000 for a new contract total of \$1,618,480 and revise the scope of work to include relaunching its Traverse solution amongst Department of Social Services staff and enable new Traverse functionality with no changes to the contract term; and
- b. Authorize the Director or Assistant Director of the Department of Social Services to sign up to three (3) future amendments to this amended Agreement where the total amendments do not exceed 10% (\$161,848) of the amended contract amount, do not significantly change the scope of work, and do not exceed the maximum aggregate amount of \$1,780,328.

SUMMARY/DISCUSSION:

Traverse software is a content collection and case discovery solution that integrates with CWS/CMS case data to provide a document management system that assists social workers to collect and view content regarding abuse, neglect, foster care, and adoption cases more effectively.

This Amendment provides new professional services to assist Department of Social Services (DSS) on the business process for reengineering the current workflows to utilize new functionality more effectively (such as Traverse Capture and Traverse Connect), to prepare for the implementation of CWS-CARES, and to provide additional training in the use of Traverse by the Department of Social Services (DSS), Family & Children's Branch.

The original Agreement with Northwoods Consulting Partners, Inc. was approved by the Board of Supervisors with nonstandard indemnification terms and there are no changes from the nonstandard terms originally negotiated.

OTHER AGENCY INVOLVEMENT:

The Auditor Controller and Purchasing have reviewed and approved this Amendment. County Counsel has approved the Amendment as to form.

FINANCING:

This Amendment will be funded 85% with Social Services revenues and 15% with realignment funds. Sufficient appropriations and revenues are included in Social Services Budget Unit 001-5010-SOC005-8262 FY 2023-24 Adopted Budget.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This Agreement correlates to the Administration Strategic Initiative adopted by the Board of Supervisors by allowing DSS to improve our service delivery, maximize productivity, and make informed decisions to achieve better outcomes.

Check the related Board of Supervisors Strategic Initiatives:

Economic Development

Administration

Health & Human Services

Infrastructure

Public Safety

Prepared by: Michael Borgeson, Departmental Information Systems Manager II, x1559

Becky Cronan For Lori A. Medina

Approved by: Lori A. Medina, Director. x4430

Attachments: Northwoods Consulting Partners Agreement EXECUTED
Northwoods Consulting Partners Amendment #1 PROPOSED

Proposed agreement is on file with the Clerk of the Board as an attachment to this Board Report.