



Monterey County

168 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066

Board Report

Legistar File Number: 15-1370

December 15, 2015

Introduced: 12/8/2015

Current Status: Agenda Ready

Version: 1

Matter Type: General Agenda Item

- a. Approve and Authorize the Contracts/Purchasing Officer or Contracts/ Purchasing Supervisor to sign a Non Standard Information Technology Agreement with VertiQ Software, LLC in the amount of \$117,235 to fund five (5) years of a hosted software subscription (\$90,000), one-time set up and customization costs (\$26,735) and establish an allowance for additional storage needs (\$500);
- b. Accept the non-standard County Liability and Indemnification provisions pursuant to the recommendation of the Sheriff-Coroner;
- c. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign one (1) amendment to the agreement where the amendment does not significantly change the scope of work, and the amendment does not exceed 10% of the value (\$9,000) for a total cumulative not to exceed contract amount of \$126,235; and
- d. Authorize the Auditor-Controller to modify the FY 2015-16 Adopted Budget to increase estimated revenue and appropriations in the Sheriff's Coroner Unit, 001-2300-SHE002-5570/7562, in the amount of \$44,735, funded by the Sheriff's state asset forfeiture fund, 020-2779 (4/5th vote required).

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and Authorize the Contracts/Purchasing Officer or Contracts/ Purchasing Supervisor to sign a Non Standard Information Technology Agreement with VertiQ Software, LLC in the amount of \$117,235 to fund five (5) years of a hosted software subscription (\$90,000), one-time set up and customization costs (\$26,735) and establish an allowance for additional storage needs (\$500);
- b. Accept the non-standard County Liability and Indemnification provisions pursuant to the recommendation of the Sheriff-Coroner;
- c. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign one (1) amendment to the agreement where the amendment does not significantly change the scope of work, and the amendment does not exceed 10% of the value (\$9,000) for a total cumulative not to exceed contract amount of \$126,235; and
- d. Authorize the Auditor-Controller to modify the FY 2015-16 Adopted Budget to increase estimated revenue and appropriations in the Sheriff's Coroner Unit, 001-2300-SHE002-5570/7562, in the amount of \$44,735, funded by the Sheriff's state asset forfeiture fund, 020-2779 (4/5th vote required).

SUMMARY /DISCUSSION:

In Monterey County, the duties of the Sheriff and Coroner are combined into the Monterey County Sheriff-Coroner's Office (MCSO) and the Sheriff has purview over both functions. The Coroner's Unit is charged with investigation and autopsy of any reportable or unexplainable

deaths and must determine the cause and manner of the death. The coroner conducts the autopsy, requests and processes any needed medical testing, and generates the autopsy report. Detectives utilize the data from autopsy reports, photographs, personal effects, and laboratory and specimen reports to compile casework for any investigation and prosecution efforts.

The Coroner's Unit is operating on a software product that is over ten (10) years old and the vendor has discontinued software support. The server the software resides on is in the process of being replaced. The Unit was clearly at a decision-making crossroads, so in conjunction with the Contracts-Purchasing Division, MCSO conducted a Request for Proposals (RFP) to review available products for coroner-specific software packages. VertiQ was identified as the top vendor out of this process. VertiQ presented both hosted and non-hosted options during the RFP process, and after reviewing these options with the assistance of the County's Information Technology department, the hosted model was chosen.

The agreement attached is a five (5) year vendor generated agreement which has been modified by the vendor after negotiations with the MCSO. The cost of the software hosting is \$18,000 per year, for a five (5) year total of \$90,000. The costs to move data from the old system into VertiQ, design reports for staff and to train end users are \$26,735. An allowance of \$500 is being added to allow for invoice payment if MCSO exceeds the storage allowance volume indicated in the agreement.

A copy of this agreement is on file with the Clerk of the Board

OTHER AGENCY INVOLVEMENT:

County Counsel has approved the agreement as to legal form, the County Information Technology Department has reviewed the technical components of the contract and the Auditor/Controller has reviewed for fiscal provisions. This technology contract contains limits of liability equal to the amount paid to the company for one (1) year of service, similar to most technology contracts. Risk is unable to sign the contract due to this language. The Sheriff recommends that the Board of Supervisors approve the non-standard liability language so the Coroner's Unit can obtain the software needed to effectively run its operations.

FINANCING:

The FY 2015-16 cost of \$26,735 for start up and \$18,000 for the annual software subscription, a total of \$44,735 will be funded from the Sheriff's state asset forfeiture fund, 020-2779. Health and Safety Code Section 11489 (d) says, "All funds distributed to the state or local governmental entity...be made available to support the law enforcement and prosecutorial efforts of these agencies." As of this writing, the fund balance is \$217,273.06. There will be no increase in General Fund Contribution as a result of this Board Action.

Prepared by: Nina Ryan, Management Specialist ext. 3708

Approved by: Stephen Bernal, Sheriff/Coroner ext. 3725

Attachments:

Non-Standard County Agreement between County of Monterey and VertiQ Software, LLC