

..Title

Approve and authorize the Director of the Information Technology Department to sign a Non-Disclosure and Confidentiality Agreement with Efficient Technology Solutions, LLC.

..Report

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Approve and authorize the Director of the Information Technology Department to sign a Non-Disclosure and Confidentiality Agreement with Efficient Technology Solutions, LLC.

SUMMARY/DISCUSSION:

The Information Technology (IT) Department is charged with protecting the confidentiality of the County’s network information. However, in order to effectively work with certain vendors, the County must release information of a confidential nature in order to plan and complete various projects.

The IT Department is currently working on a project to ensure the continuing functionality of the County’s network and infrastructure. To complete this project, ITD needs to consult with an outside vendor, Efficient Technology Solutions, LLC., (E-Tech Solutions) regarding network infrastructure requirements. ITD needs to be able to share confidential information about the County network in order to effectively consult with E-Tech Solutions and for E-Tech Solutions to be able to provide County with a project and system design and proposal.

In order to safeguard the County I.T. information that is shared with E-Tech Solutions, ITD has asked that it enter into a Non-Disclosure and Confidentiality Agreement. E-Tech Solutions has agreed to do so.

Accordingly, it is recommended that the Board approve and authorize the Director of ITD to execute the attached Non-Disclosure and Confidentiality Agreement with E-Tech Solutions.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed the Non-Disclosure and Confidentiality Agreement as to form.

FINANCING:

There is no cost associated with the approval or use of the Vendor Non-Disclosure Agreement to the General Fund.

Prepared by: Elizabeth Crooke, Management Analyst, 755-5108

Approved by:

Dianah Neff, Director of Information Technology, 759-6923

Date

Attachments:

Non-Disclosure and Confidentiality Agreement with Efficient Technology Solutions, LLC.

Attachments are on file with the Clerk of the Board