



# Monterey County

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## Board Report

Legistar File Number: A 17-302

July 25, 2017

**Introduced:** 6/29/2017

**Version:** 1

**Current Status:** Agenda Ready

**Matter Type:** BoS Agreement

Approve and authorize the Director of the Information Technology Department to sign a Non-Disclosure and Confidentiality Agreement with Visual Systems Group, Inc. (VSGi) regarding proprietary network design for the County's video conferencing system.

### 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 Visual Systems Group, Inc. (VSGi) regarding proprietary network design for the County's video conferencing system.

### SUMMARY/DISCUSSION:

The Information Technology Department (ITD) 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.

ITD is currently working on a project to implement a video solution that includes content sharing and recording capabilities to meet the growing needs of the County business. To complete this project, ITD needs to consult with an outside vendor, Visual Systems Group, Inc (VSGi), regarding video infrastructure requirements. ITD needs to be able to share confidential information about the County network in order to effectively consult with VSGi, and for VSGi, to be able to provide the County with an optimal design and detailed configuration analysis.

In order to safeguard the County IT information that is shared with VSGi, ITD has asked that it enter into a Non-Disclosure and Confidentiality Agreement. VSGi, has agreed to do so. The Non-Disclosure and Confidentiality Agreement requires VSGi to request that any subcontractors that it uses to safeguard County network information in accordance with its terms. VSGi uses Polycom as a subcontractor; Polycom has agreed, in writing, to abide by the terms of the Non-Disclosure and Confidentiality Agreement.

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

### 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.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The project's objective is in line with County's Infrastructure initiative. Its purpose is to support County-wide collaboration, and to improve County Board of Supervisor program participation and transmission by using collaboration tools such as Skype and Polycom. The project will cover conferencing rooms including but not limited to Board Chamber, Government Center Monterey conference room and various County agency conferencing locations.

Mark a check to the related Board of Supervisors Strategic Initiatives

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Prepared by: Lynnette Beardsall, Management Analyst II, 759-6938

Approved by:

\_\_\_\_\_ Date: \_\_\_\_\_  
Eric A. Chatham, Director of Information Technology, 759-6920

Attachments:

Non-Disclosure and Confidentiality Agreement with Visual Systems Group, Inc.  
Agreement of Compliance with County Non-Disclosure Requirements by Polycom

Attachments are on file with the Clerk of the Board