

**Before the Board of Supervisors in and for the
County of Monterey, State of California**

Resolution No.:

Adopt a Resolution to:

- a. Approve and authorize the Director of the Department of Social Services to sign an agreement for \$1,222,950 with Northwoods for a Traverse subscription and implementation project effective December 10, 2019 through December 9, 2022;
- b. Authorize the Director of the Department of Social Services to sign up to three (3) amendments to the Agreement, where the amendments do not significantly change the scope of work;
- c. Approve an increase in both appropriations and estimated revenues of \$455,950 for the Social Services Budget Unit 001-5010-SOC005-8262 FY 2019-20 Adopted Budget (4/5ths vote required); and
- d. Authorize the Auditor-Controller to amend the FY 2019-20 Adopted Budget by increasing appropriations and estimated revenues by \$455,950 in Social Services Unit 001-5010-SOC005-8262 (4/5ths vote required).

WHEREAS, the County of Monterey through the Department of Social Services intends to contract with Northwoods for the Traverse software for a period of December 10, 2019 through December 9, 2022;

WHEREAS, Social Services has identified a need to transition from a physical file management system to an electronic file system for storage and retrieval of records and documents for Family and Children Services and Aging and Adult Services. The social workers spend more of their time in the field than at their desks, and they often must quickly make decisions and do not have the luxury of time to go back to the office to gather information;

WHEREAS, Northwoods is a technology company that is focused on providing customized software to human service organizations that have social workers and case workers. The Traverse software is a content collection and case discovery solution that integrates with case data providing an easy to use and searchable document management system that will assist social workers to collect, and view content regarding abuse, neglect, foster care, and adoption cases more effectively and informatively;

WHEREAS, the Northwoods software will improve the Department's service delivery, maximize productivity, and assist in making informed decisions to achieve better outcomes;

WHEREAS, the agreement covers implementation and three years of Traverse subscription at a cost of \$1,222,950. The Department is recommending approval of the Northwoods agreement and increasing the Department's appropriations and revenues; and

WHEREAS, the Department requires an increase in both appropriations and estimated revenues of \$455,950 for the Social Services Budget Unit 001-5010-SOC005-8262 FY 2019-20 Adopted Budget (4/5ths vote required).

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors of the County of Monterey hereby:

- a. Approves and authorizes the Director of the Department of Social Services to sign an agreement for \$1,222,950 with Northwoods for a Traverse subscription and implementation project effective December 10, 2019 through December 9, 2022;
- b. Authorizes the Director of the Department of Social Services to sign up to three (3) amendments to the Agreement, where the amendments do not significantly change the scope of work;
- c. Approves an increase in both appropriations and estimated revenues of \$455,950 for the Social Services Budget Unit 001-5010-SOC005-8262 FY 2019-20 Adopted Budget (4/5ths vote required); and
- d. Authorizes the Auditor-Controller to amend the FY 2019-20 Adopted Budget by increasing appropriations and estimated revenues by \$455,950 in Social Services Unit 001-5010-SOC005-8262 (4/5ths vote required).

PASSED AND ADOPTED on this _____ day of _____, 2019 by the following vote, to wit:

AYES:

NOES:

ABSENT:

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board Supervisors duly made and entered in the minutes thereof of Minute Book _____, for the meeting on _____.

Dated:

Valerie Ralph, Clerk of the Board of Supervisors,
County of Monterey, State of California.

By _____
Deputy