



# County of Monterey

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

## Board Report

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**File #:** 13-0851, **Version:** 1

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- a. Approve and authorize the Contracts/Purchasing Officer to execute an Agreement between the County of Monterey and Somkid, Inc. for the provision of training services for the period of November 1, 2013 through June 30, 2014 in the amount of \$150,000; and
- b. Authorize the Contracts/Purchasing Officer to sign one additional one year extensions to this Agreement as needed by the County of Monterey.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Contracts/Purchasing Officer to execute an Agreement between the County of Monterey and Somkid, Inc. for the provision of training services for the period of November 1, 2013 through June 30, 2014 in the amount of \$150,000; and
- b. Authorize the Contracts/Purchasing Officer to sign one additional one year extensions to this Agreement as needed by the County of Monterey.

### SUMMARY/DISCUSSION

Somkid, Inc. formerly known as Office Star Computer Training is a local vendor that has been a reliable source for desktop application training for county employees since 2007. In addition to the standard training provided, OfficeStar has also provided consulting services for customized trainings for county departments as needed. The approval of this Agreement as recommended by the Director of ITD will enable the County to continue the accessibility of desktop application training for county employees while an evaluation of training options are conducted and a determination is made for continued training services beyond the expiration date of the current Agreement.

### OTHER AGENCY INVOLVEMENT:

County Counsel and Risk Management have reviewed the Service Agreement and concur.

### FINANCING:

The funds for payment of this Agreement has been included in the FY 2013-14 Recommended Budget for the Information Technology Department, ITD 1930, Unit 8137, Appropriations Unit INF002, under the Enterprise cost center. Should funding be reduced and/or terminated, the County may terminate this agreement by giving thirty (30) days written notice of such action to the Contractor.

Prepared by: Sarah House, Management Analyst III, 755-5108

Approved by:

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Dianah Neff, Director of Information Technology

Dated: August 14, 2013

Attachments:

Agreement

Exhibit A - Scope of Work

Exhibit B - Fee Schedule

Exhibit C - Course Catalog