



# County of Monterey

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

## Board Report

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**File #:** A 16-349, **Version:** 1

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- a. Authorize the Interim Director of Information Technology to execute a non-standard Agreement with QSI 2011 Inc., dba Questys Solutions, for software and support used for Records Management, in the annual amount of \$109,096.14 for FY 2016-17, retroactive to September 1, 2016, \$111,278.06 for FY 2017-18, and \$113,503.62 for FY 2018-19 for a total aggregate amount not to exceed \$ \$333,878; and
- b. Accept non-standard provisions as recommended by the Interim Director of Information Technology.

### RECOMMENDATIONS:

It is recommended that the Board of Supervisors:

- a. Authorize the Interim Director of Information Technology to execute a non-standard Agreement with QSI 2011 Inc., dba Questys Solutions, for software and support used for Records Management, in the annual amount of \$109,096.14 for FY 2016-17, retroactive to September 1, 2016, \$111,278.06 for FY 2017-18, and \$113,503.62 for FY 2018-19 for a total aggregate amount not to exceed \$ \$333,878; and
- b. Accept non-standard provisions as recommended by the Interim Director of Information Technology.

### SUMMARY/DISCUSSION:

On May of 2002, the Board of Supervisors approved the purchase, implementation, and software support of the Digital Information Management Program which addressed the need for the county to automate the imaging and agenda building systems. This application allowed county departments to automate the document cataloging process and enabled the upload of documents electronically for archiving and future access while reducing the need for storage space previously necessary for paper file copies. Questys Solutions has since been the successor company that has provided the software updates and support need by the County.

The recommended software support agreement covers the following products: CMx, LSx, WFX, WebClient, Questys Link API, and Infolinx Records Management. The Agreement is generated by Questys and does not have the standard county liability and indemnification provisions; however, the Agreement terms and conditions are standard in the software support industry. The yearly support includes access to software fixes, new releases, online knowledge database access, and unlimited correspondence for technical support. The renewal of this Agreement will allow departments to continue to use the specified software for their business needs.

### OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed the software maintenance and support Agreement and cannot approve due to the following nonstandard terms: vendor right to immediate termination, warranty limitations, limitations on amount and type of damages available to the County.

### FINANCING:

The funds for payment of this Agreement have been included in the FY 2016-17 Approved Budget for the Information Technology Department, ITD 1930, Unit 8433, Appropriations Unit INF002. Transactions relating to future fiscal years will be included in each respective Recommended Budgets.

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

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Approved by: Eric Chatham, Interim Director of Information Technology, 759-6920

Attachments: QSI 2011, Inc. Support Agreement

Attachments are on File with the Clerk of the Board