



County of Monterey

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

Board Report

File #: A 12-125, **Version:** 1

Approve and Authorize the Contracts/Purchasing Officer to sign a Professional Services Agreement with Common Cents Systems, Inc. in the amount of \$315,000, for the provision of Laboratory Information Management System software and services, for the period of June 13, 2012 through June 30, 2017, in accordance with Request for Proposal #10347.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Approve and Authorize the Contracts/Purchasing Officer to sign a Professional Services Agreement with Common Cents Systems, Inc. in the amount of \$315,000, for the provision of Laboratory Information Management System software and services, for the period of June 13, 2012 through June 30, 2017, in accordance with Request for Proposal #10347.

SUMMARY:

The Monterey County Health Department (MCHD) engaged with the County's Contracts/Purchasing Department to request bids for new Laboratory Information Management System (LIMS) software. The Request for Proposal #10347 resulted in the acceptance of the bid submitted by Common Cents Systems, Inc.

DISCUSSION:

MCHD operates a Public Health Laboratory that performs environmental health, microbiology and pathology tests. It is both federally (CLIEA) and State certified (ELAP). The laboratory currently has eight (8) employees. In 2011, it performed 6,366 tests on 3,193 specimens.

The Laboratory has a critical need to update their LIMS due to the following reasons:

- 1) The Laboratory has identified critical needs for improved automation, security and quality control in storing, reporting and billing of test results.
- 2) The typical lifespan for this type of system is approximately seven (7) years. The current LIMS has been in effect since 1989. MCHD Laboratory, Information Technology and Finance personnel have dedicated extensive resources into maintaining and enhancing the functionality of the current system in an effort to extend its usefulness.
- 3) In recent years, advances in LIMS design, configurability, and functionality has vastly improved.
- 4) In order to comply with current and future industry requirements, MCHD is taking action now to invest in software that offers important and necessary features including: data entry validation; quality assurance and control; accounts receivable automation; and reporting accuracy.

Fees for LIMS software and services were submitted by Common Cents Systems, Inc. and accepted by County during the RFP process and are incorporated into the Agreement.

OTHER AGENCY INVOLVEMENT:

County Counsel, Risk Management and the Auditor-Controller have reviewed and approved this Agreement as to legal form, liability provisions, and fiscal provisions respectively. Due to late submission of this Board Report, the CAO Budget and Analysis Division was not provided adequate time to fully review for potential

fiscal, organizational, policy, or other implications to the County of Monterey. A copy of the Agreement is on file with the Clerk of the Board.

FINANCING:

There are sufficient appropriations in FY 2011-12 Health Department Budget 4000, HEA003 to cover this Agreement. Funding this Agreement for future Fiscal Years will be included in the appropriate budgets. There is no increase in County General Fund Contribution due to this action.

Prepared by: Kathy Robinson, Management Analyst, 1286

Approved by: Ray Bullick, Director of Health, 4526

Attachments:

Agreement is on file with the Clerk of the Board