



County of Monterey

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

Board Report

File #: 15-1344, Version: 1

Approve and authorize the Contracts Purchasing Officer, or the Contracts Purchasing Supervisor, to execute Amendment No. 1 to the Agreement with Questys Solutions, for the purchase and implementation of the Infolinx Records Management System for the Information Technology Department (ITD), to increase the term of service by four months, from October 1, 2015 to December 31, 2015; to October 1, 2015 to April 30, 2016.

RECOMMENDATIONS:

It is recommended that the Board of Supervisors approve and authorize the Contracts Purchasing Officer, or the Contracts Purchasing Supervisor, to execute Amendment No. 1 to the Agreement with Questys Solutions, for the purchase and implementation of the Infolinx Records Management System for the Information Technology Department (ITD), to increase the term of service by four months from October 1, 2015 to December 31, 2015; to October 1, 2015 to April 30, 2016.

SUMMARY/DISCUSSION:

On August 26, 2015 the Board of Supervisors approved a standard Agreement with Questys Solutions for the provision of the purchase and implementation of the Infolinx Records Management System.

Due to the number of projects ITD is currently managing, and due to the complexity of the Questys records management system project, it is necessary to extend the time to accomplish the services provided by the Agreement. The requested extension of four months, to April 30, 2016, will be sufficient to ensure completion of this project.

In the Scope of Services exhibit to the Agreement, section III, Term of the Agreement, the stated term of October 1, 2015 to December 31, 2015 will be changed to October 1, 2015 to April 30, 2016 set forth in the same section. All other terms of the agreement with Questys Solutions remain the same.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved the proposed amendment as to form.

FINANCING:

This requested expense has been included in the 2015-16 Approved Budget for the Information Technology Department, 1930, Unit 8436, Appropriation unit INF002. Transactions relating to future fiscal years will be included in each representative Recommended Budget. Should funding be reduced and/or terminated, the County may terminate this Agreement by giving 30 days written notice prior to the ensuing service period.

Prepared by: Elizabeth Crooke, 755-5108

Approved by:

Dianah Neff, Director of Information Technology, 759-6923

Attachments:

1. Amendment No 1.to Questys Solutions Agreement
2. Questys Solutions Exhibit A-1 SOW
3. Executed Questys Solutions Agreement and Signed Board Order