



County of Monterey

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

Board Report

File #: A 23-415, **Version:** 1

- a. Approve and authorize the Director or designee of the Department of Social Services to sign agreement with Jump Technology Services, LLC to provide license and subscriptions to CAPSTONE software for Aging and Adult Services (AAS) information, Referral, and Assistance (IRA) staff, including non-standard terms for mutual indemnification, effective October 1, 2023 through September 30, 2026, in the amount of \$36,000; and
- b. Authorize the Director or designee of the Department of Social Services to sign up to three amendments where the total amendments do not exceed 10% (\$3,600) of the original contract amount and do not significantly change the scope of work, not to exceed maximum of \$39,600.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Director or designee of the Department of Social Services to sign agreement with Jump Technology Services, LLC to provide license and subscriptions to CAPSTONE software for Aging and Adult Services (AAS) information, Referral, and Assistance (IRA) staff, including non-standard terms for mutual indemnification, effective October 1, 2023 through September 30, 2026, in the amount of \$36,000; and
- b. Authorize the Director or designee of the Department of Social Services to sign up to three amendments where the total amendments do not exceed 10% (\$3,600) of the original contract amount and do not significantly change the scope of work, not to exceed maximum of \$39,600.

SUMMARY/DISCUSSION:

The JUMP Technology Capstone database software is used by Aging and Adult Services (AAS) Information, Referral, and Assistance (IRA) staff for Aging and Disability Resource Connection (ADRC) and IRA services. The Capstone product assists IRA with improved data documentation, reporting, and referral monitoring for ADRC and IRA services. In addition, it assists with updating resources listed in our Aging and Disability Resource Guide and offers a searchable public-facing resource database.

Contractor requires mutual indemnification in all of its service agreements. Therefore, it is recommended that the Board of Supervisors accept the non-standard agreement and terms for the mutual indemnification provision due to limited alternative resources for this software and the need for uninterrupted service.

OTHER AGENCY INVOLVEMENT:

The Office of County Counsel has reviewed and approved the Agreements as to form, Auditor-Controller's Office reviewed the contract, but does not agree to the non-standard payment provisions.

FINANCING:

This agreement is funded through the California Department of Aging (CDA) Aging and Disability Resource Connection (ADRC) Infrastructure state grant. Sufficient appropriations and estimated revenues of \$12,000 in SOC010 are included in the FY 2023-24 Adopted Budget and FY 2024-25 and FY 2025-26 will incorporate total appropriations/revenues of \$24,000 in the corresponding budgets.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This agreement correlates to the Administration Strategic Initiatives adopted by the Board of Supervisors by providing a tool to track the statistical data for APS clients necessary to report to the State.

Check the related Board of Supervisors Strategic Initiatives:

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Travis Beye, Management Analyst III, x7584

Approved by: Lori A. Medina, Director, x4430

Attachments: Agreement

The proposed agreement is on file with Clerk of the Board as an attachment to this Board Report.