



# County of Monterey

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

## Board Report

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**File #:** A 12-160, **Version:** 1

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Authorize the Purchasing Manager for Natividad Medical Center (NMC) to execute Amendment No. 2 to the Agreement (A-12015) with Databank IMX for OnBase Software, Software Implementation, Software & Scanner Maintenance and Professional Services at NMC, adding \$270,716.36 (\$238,398.21 for new services to be rendered in Fiscal Years 2012-2013 and 2013-2014 and \$32,318.15 for services rendered in FY 2011-2012) for a total contract amount not to exceed \$548,222.16 in the aggregate.

### **RECOMMENDATION:**

It is recommended the Board of Supervisors authorize the Purchasing Manager for Natividad Medical Center (NMC) to execute Amendment No. 2 to the Agreement (A-12015) with Databank IMX for OnBase Software, Software Implementation, Software & Scanner Maintenance and Professional Services at NMC, adding \$270,716.36, (\$238,398.21) for new services to be rendered in Fiscal Years 2012-2013 and 2013-2014 and \$32,318.15 for services rendered in FY 2011-2012 pursuant to Amendment No. 1, for a total contract amount not to exceed \$548, 222.16 in the aggregate.

### **SUMMARY/DISCUSSION:**

Databank IMX is the provider of the OnBase Enterprise Content Management System (“OnBase system”), NMC initially purchased the OnBase system solely to electronically store the hospital’s Medical Records. After some additional research it was determined that this software also could be used to archive additional records for other NMC departments to help reduce the need for physical storage space and increase efficiency of retrieval of information as needed and required by law. The OnBase system now provides NMC with modules to scan, track, and purge electronic data as needed in accordance with the approved NMC, County, State and Federal Policies. NMC is in the process of expanding use of the OnBase system to eventually serve all of the hospital departments, in the retrieval and disposal of documents, as needed, and in tracking the storage of files on site.

NMC began purchasing OnBase services for its Medical Records department in Fiscal Year 2006-2007. The project was delayed in Fiscal Year 2007-2008. Once it was recognized the OnBase system’s capacity to assist the hospital in records retention and disposal, however, in Fiscal Year 2008-2009, NMC began purchasing additional scanner hardware, OnBase software, and professional services to serve its other departments, not just Medical Records.

Effective June 1, 2010, the parties entered into Agreement No. A-12015 for the provision to NMC of OnBase software license and maintenance services, for a total contract amount not to exceed \$55,000.

Effective December 1, 2010, the parties entered into a separate Professional Agreement (“PSA”) for the provision to NMC scanner maintenance services, for a total contract amount not to exceed \$31,440.00.

Effective June 1, 2011, the parties entered into Amendment No. 1 to Agreement No. A-12015 (hereinafter, “Amendment No. 1”) to extend the term to December 31, 2014, to consolidate the services provided under the PSA with the services provided under Agreement No. A-12015, to add additional scanner maintenance services, OnBase software maintenance services, and professional services, and to add \$143,123.65 through December

31, 2014, for a total contract amount not to exceed \$229,563.65.

Since Fiscal Year 2009-2010, NMC has paid Databank \$259,949.96 for development of its OnBase system. In Fiscal Year 2009-2010, NMC paid Databank \$47,113.55. In Fiscal Year 2010-2011 NMC paid Databank \$78,465.52. In Fiscal Year 2011-2012, NMC paid Databank \$134,370.89, for implementation services, back pay of maintenance fees, and two additional modules and implementation services to allow approximately half of NMC's internal departments, including the business office, access to a workflow system for purging of files and a physical records storage system to track inventory.

NMC paid for maintenance services in the amount of \$32,318.15, using an incorrect purchase order. As a result of using the wrong purchase order, NMC reduced the amount of money under the purchase order available to pay for services that were covered by Amendment No. 1. additional funds of \$238,398.21 are requested to pay for any unpaid and new services to be rendered Databank through December 31, 2014, the end date of the Agreement. Accordingly, NMC has submitted for Board approval of this Amendment No. 2, to:

- Identify which scanner maintenance services and OnBase software maintenance services previously provided by Databank IMX to NMC shall continue through December 31, 2014, and
- Add an additional \$270,716.36 - equal to the sum of \$238,398.21, the cost of future services, plus an adjustment of \$32,318.15, for the services paid out of the purchase order associated with this Agreement-for a total contract amount not to exceed \$548,222.16.

Approval of this Amendment No. 2 at this time will allow NMC to obtain the remaining professional services needed to ensure maximum utilization of the products purchased and implementation that is done efficiently.

**OTHER AGENCY INVOLVEMENT:**

County Counsel has reviewed and approved this Amendment as to legal form and risk provisions. Auditor-Controller has reviewed and approved this Amendment as to fiscal provisions. The Amendment has also been reviewed and approved by Natividad Medical Center's Board of Trustees.

**FINANCING:**

The cost for this Amendment is \$270,716.36, has been included in that budget as appropriate. There is no impact to the General Fund.

Prepared by: Janine Bouyea, HR Director, 831-783-2701

Approved by: Harry Weis, Chief Executive Officer

Attachments: Original Agreements, Amendments 1 & 2. Databank IMX Spend History Adjustment  
Attachments on File with the Clerk of the Board