



County of Monterey

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

Board Report

File #: A 17-401, Version: 1

- a. Authorize the Director of the Information Technology Department (ITD) or his designee to execute a non-standard agreement with Visual Systems Group, Inc. (VSGi) for upgrade and maintenance of ITD's audio/visual and videoconferencing equipment in an amount not to exceed \$49,965, with an agreement term of October 17, 2017 through October 16, 2020; and
- b. Accept the non-standard provisions as recommended by the Director of the Information Technology Department.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Authorize the Director of the Information Technology Department (ITD) or his designee to execute a non-standard agreement with Visual Systems Group, Inc. (VSGi) for upgrade and maintenance of ITD's audio/visual and videoconferencing equipment in an amount not to exceed \$49,965, with an agreement term of October 17, 2017 through October 16, 2020; and
- b. Accept the non-standard provisions as recommended by the Director of the Information Technology Department.

SUMMARYDISCUSSION:

As the County of Monterey makes video conferencing systems more accessible to departments across the county, the Information Technology Department (ITD) is recommending that the Board approve use of Visual Systems Group, Inc. (VSGi) services to upgrade and maintain its video conferencing equipment. These upgraded services will support the operation of the video conferencing systems at the highest level. The services provided by VSGi will help reduce the risk of lapses with preventive maintenance of ITD equipment as it ages, and minimize potential downtime.

VSGi services includes 24/7/365 technical support, next day parts replacement and on-site technical service. VSGi support plays an important role to improve the quality and increase the lifetime value of the County's I.T.D. video conferencing systems. Through VSGi, the County will increase the efficiency of real time collaboration among County departments and will assure that the overall County-user experience is positive.

OTHER AGENCY INVOLVEMENT:

County Counsel cannot approve the following non-standard provision: upfront, non-refundable payment of maintenance costs.

FINANCING:

Financing for this agreement is part of the approved ITD CIP for the current fiscal year; the funds for payment of this agreement have been included in the FY 17-18 Adopted Budget for the Information Technology Department, 1930, Unit 8436, Appropriation unit INF002.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Video conferencing systems will allow everyone in the County to collaborate more easily and efficiently, thus

affecting every Board of Supervisors' strategic initiatives. Video Conferencing will reduce employee travel time and increase decision making by connecting stakeholders face to face in real time.

Mark a check to the related Board of Supervisors Strategic Initiatives

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

Prepared by: Lynnette Beardsall, Management Analyst, 759-6938

Approved by:

Date: _____

Eric A. Chatham, Director of Information Technology, 759-6920

Attachments: Visual Systems Group, Inc. Agreement

Attachments are on file with the Clerk of the Board