



Board Report

File #: A 18-369, **Version:** 1

- a. Approve and authorize the Director of Information Technology to execute a non-standard Agreement with Vision Technology Solutions, LLC for VisionLive Subscription Services to support and host Monterey County's website in the maximum amount of \$45,000 for the term of September 1, 2018 to August 31, 2021;
- b. Accept non-standard language as recommended by the Director of Information Technology; and
- c. Authorize the Director of the Information Technology Department to sign up to two (2) amendments to this Agreement, subject to County Counsel review, which extend services by one (1) year each, where the total of any increased costs do not exceed 10% of the original contract amount (\$4,500 maximum total increased cost) and do not significantly alter the terms of the Agreement, including non-standard terms approved by the Board.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Director of Information Technology to execute a non-standard Agreement with Vision Technology Solutions, LLC for VisionLive Subscription Services to support and host Monterey County's website in the maximum amount of \$45,000 for the term of September 1, 2018 to August 31, 2021;
- b. Accept non-standard language as recommended by the Director of Information Technology; and
- c. Authorize the Director of the Information Technology Department to sign up to two (2) amendments to this Agreement, subject to County Counsel review, which extend services by one (1) year each, where the total of any increased costs do not exceed 10% of the original contract amount (\$4,500 maximum total increased cost) and do not significantly alter the terms of the Agreement, including non-standard terms approved by the Board.

SUMMARY:

It is requested that the Board of Supervisors authorize the Director of Information Technology to sign a non-standard Agreement with Vision Technology Solutions, LLC to provide Vision Content Management System Software subscription, maintenance, support, and hosting for the County's website.

DISCUSSION:

The County's website is used by all County Departments to provide information to residents, visitors, and current and potential businesses of Monterey County. It provides a means to request services, register businesses, report issues, contact Supervisors, as well as pay taxes and fees. During emergencies, the County website is updated to provide the public with pertinent immediate guidelines.

In addition, the County's website provides County employees access to their email, calendars and County address book.

It is critical for the County website to be reliable and available 24 hours a day, every day, from any device.

The proposed agreement provides the crucial support for the County website, which includes an ongoing subscription to VisionLive Content Management System (CMS) ensuring the County website is equipped with the latest tools and technologies. Vision Technology will also provide migration and hosting services for the County website on VisionLive's cloud, enabling the County website to remain available 24 hours per day and

including measures to provide continuity of services in the event a natural disaster affects the County or the state.

The proposed agreement contains language which is not standard to the County, but standard in the Information Technology industry. The Director of Information Technology recommends that the Board approve the non-standard language in order to ensure continuity and availability of the County website.

OTHER AGENCY INVOLVEMENT:

County Counsel does not approve the following non-standard terms: vendor's unilateral right to suspend the agreement, and to terminate the agreement, if there is no cure of County's violation of contractual acceptable use provisions; and force majeure provisions excusing vendor's performance under specified circumstances.

FINANCING:

The funds for payment of the costs of this Agreement have been included in the Fiscal Year 2018-2019 Approved Budget for the Information Technology, ITD 1930, Budget Unit 8433 Appropriation Unit INF002. All future year costs will be included in the submitted budget for each of the respective fiscal years.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The services provided pursuant to this agreement will support the maintenance and hosting for the County's website.

☐ Economic Development
☒ Administration
☐ Health & Human Services
☒ Infrastructure
☐ Public Safety

Prepared by: Sandra Shaffer, Management Analyst III, 759-6957

Approved by:

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

Attachments: Proposed Agreement with Vision Technology Solutions, LLC

Attachments are on file with the Clerk of the Board