



## Board Report

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**File #:** A 21-562, **Version:** 1

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- a. Authorize the Director of Information Technology, or designee, to execute Amendment No. 2 to the non-standard Master Subscription Agreement with Zoom Video Communications, Inc. by increasing the agreement amount by \$682,800, for a revised agreement total of \$850,000 through June 30, 2024, for video and audio enterprise communication and support services; and
- b. Authorize the Director of Information Technology to sign Order Forms as necessary through the term of the agreement through June 30, 2024, to enable continuity in services, subject to County Counsel review and so long as the Order Forms do not significantly alter the terms of the Master Subscription Agreement; and
- c. Authorize the Director of Information Technology the option to extend the agreement up to two (2) additional one (1) year periods through June 30, 2026, and sign associated Order Forms provided that additional total costs do not exceed ten percent (10%) of the original cost (\$85,000 additional cost, or \$935,000 total cost) so long as the Order Forms do not significantly alter the terms of the Master Subscription Agreement, even if no additional Agreements are entered into, subject to County Counsel review.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Authorize the Director of Information Technology, or designee, to execute Amendment No. 2 to the non-standard Master Subscription Agreement with Zoom Video Communications, Inc. by increasing the agreement amount by \$682,800, for a revised agreement total of \$850,000 through June 30, 2024, for video and audio enterprise communication and support services; and
- b. Authorize the Director of Information Technology to sign Order Forms as necessary through the term of the agreement through June 30, 2024, to enable continuity in services, subject to County Counsel review and so long as the Order Forms do not significantly alter the terms of the Master Subscription Agreement; and
- c. Authorize the Director of Information Technology the option to extend the agreement up to two (2) additional one (1) year periods through June 30, 2026, and sign associated Order Forms provided that additional total costs do not exceed ten percent (10%) of the original cost (\$85,000 additional cost, or \$935,000 total cost) so long as the Order Forms do not significantly alter the terms of the Master Subscription Agreement, even if no additional Agreements are entered into, subject to County Counsel review.

### SUMMARY/DISCUSSION:

County employees continues to adopt video conferencing solution at a very fast pace by applying Zoom Cloud-based enterprise video conference solution. Prior to the onset of global COVID-19 pandemic in or around March 2020, ITD was very well positioned and prepared to provide enabling technologies to empower County's mobile workforce. In year 2019, Zoom technology was already implemented and in place for many County users. Further, Zoom video conferencing technology was quickly deployed at the Board Chamber, enabling County constituents and Supervisors to attend Board meetings remotely. Within the last 12-month period, there are approximately 68,585 meetings and 453 Webinars conducted via Zoom. Standardized Zoom video conferencing room solution is implemented at the Government Center, Schilling Place and many other County locations.

In June 2019 the Board of Supervisors approved a non-standard Master Subscription Agreement with Zoom

Video Communications, Inc. In February 2020, the County amended the contract to increase the number of Zoom Room licenses purchased allowing ITD to enable more County conference rooms to have video conferencing capabilities.

We are currently in the year three of the Agreement and the County's video conferencing needs have increased significantly amid the pandemic work-from-home situation. Amendment number 2 will increase the total contract amount and extend services through June 30, 2024 with the option to extend the term an additional two years, through June 30, 2026.

OTHER AGENCY INVOLVEMENT:

County Counsel does not approve the following non-standard provisions: advance payment provisions, auto-renewal provisions, limitations on damages available to County in the event of breach, warranty disclaimer, County's obligation to indemnify vendor for specified acts, non-standard insurance provisions that do not name the County as an additional insured on the vendor's insurance policies, limitations on liability and the type and amount of damages available to County, force majeure provisions, binding arbitration requirements and shortened statute of limitations period to bring claims.

FINANCING:

FY 21-22 required funds have been included in the FY21-22 Adopted Budget for the Information Technology Department, ITD 1930, Appropriation Unit INF002. Funds required for future fiscal years will be included in each respective fiscal year's Recommended Budget.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The video conferencing solution helps County achieving its strategic initiatives in the areas of administration and infrastructure with improved County administrative efficiency by reducing travel time, vehicle and fuel usage, and a forward-thinking Cloud-enabled video conferencing technology infrastructure.

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

Prepared by: Sandra Shaffer, Management Analyst III, 759-6938

Approved by:

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Date: \_\_\_\_\_  
Eric A. Chatham, Director of Information Technology, 759-6920

Attachments:

Zoom Video Communications Amendment NO. 1 Order Form  
Zoom Video Communications Master Subscription Agreement and Order Form

Attachments on file with the Clerk of the Board