



County of Monterey

Item No.

Board Report

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

Legistar File Number: A 24-037

February 27, 2024

Introduced: 2/5/2024

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Agreement

- a. Authorize the Chief Information Officer to execute a non-standard Agreement with DLT Solutions, LLC for designing and drafting software license subscriptions and support for the term of August 12, 2024, through August 13, 2027, in an amount not to exceed \$150,000; and
- b. Authorize the Chief Information Officer or his designee to execute related order forms and such documents as necessary with DLT Solutions, LLC for purposes of this Agreement; and
- c. Authorize the Chief Information Officer or his designee the option to execute up to three (3) one (1) year future Amendments to this Agreement, each extending the term by one year, where the additional cost of each Amendment does not exceed 10% (\$5,000) of the original contract amount of \$50,000/year, bringing the maximum additional compensation to \$55,000 for each additional one-year term and potential overall Agreement aggregate not to exceed amount to \$315,000.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Authorize the Chief Information Officer to execute a non-standard Agreement with DLT Solutions, LLC for designing and drafting software license subscriptions and support for the term of August 12, 2024, through August 13, 2027, in an amount not to exceed \$150,000; and
- b. Authorize the Chief Information Officer or his designee to execute related order forms and such documents as necessary with DLT Solutions, LLC for purposes of this Agreement; and
- c. Authorize the Chief Information Officer or his designee the option to execute up to three (3) one (1) year future Amendments to this Agreement, each extending the term by one year, where the additional cost of each Amendment does not exceed 10% (\$5,000) of the original contract amount of \$50,000/year, bringing the maximum additional compensation to \$55,000 for each additional one-year term and potential overall Agreement aggregate not to exceed amount to \$315,000.

SUMMARY:

County of Monterey departments utilize technological tools such as Computer Aided Design (CAD) software. This software creates and modifies drawings and models of various products, structures, and systems. It also assists in product and graphic design. The proposed agreement will improve staff productivity to create high accuracy in design and modeling, which is essential for creating complex products for our county departments.

DISCUSSION:

DLT Solutions, LLC is the AutoCAD single-user toolset license subscription supplier to many County departments, including Assessor, Housing and Community Development, Natividad Medical Center, Public Works, and Water Resources. DLT Solutions, LLC delivers quality software support, providing the tools that developers and operators need to manage the entire

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lifespan of an application, from ideation and maintenance to decommissioning. The vendor will work with staff to define the AutoCAD software requirements and manage, configure, project plan, and defect management. This includes reporting, workflow, version management integration, wikis and collaboration support, and strong facilities for integration with other tools.

The Chief Information Officer recommends the approval of this non-standard Agreement with DLT Solutions, LLC for the AutoCAD license subscriptions and support for County departments.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved the non-standard Agreement with DLT Solutions, LLC. The Auditor-Controller reviewed the contract but disagreed with the non-standard payment provisions.

FINANCING:

Required funds will be included in each Recommended Budget for the Information Technology Department, ITD 1930, Appropriations Unit INF002.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The Board's approval of the recommended agreement will assist in providing design and drafting software tools for County staff.

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

Prepared by: Teresa Meister, Management Analyst II, 759-6938

Approved by:

DocuSigned by:

 Date: 2/8/2024 | 11:30 AM PST
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 Eric A. Chatham, Chief Information Officer, 759-6920

Attachments:

Non-Standard Agreement