



COUNTY OF SAN MATEO
Inter-Departmental Correspondence

Information Services Department

DATE: November 12, 2008
BOARD MEETING DATE: November 18, 2008
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Majority

TO: Honorable Board of Supervisors
FROM: Chris Flatmoe, CIO/Director of Information Services
SUBJECT: Amendment to Agreement with CompuCom Systems, Inc.

RECOMMENDATION:

Adopt a Resolution authorizing the execution of an Amendment to the Agreement with CompuCom Systems for contingency staffing services, increasing the amended Agreement amount of \$5,392,000 by \$295,000 for an amount not to exceed \$5,687,000.

VISION ALIGNMENT:

Commitment: Responsive, effective and collaborative government.

Goal 20: Government decisions are based on careful consideration of future impact, rather than temporary relief or immediate gain; and County employees understand, support and integrate the County vision and goals into their delivery of services.

This Agreement contributes to Goal 20 by continuing to provide for surge-capacity staffing, reducing IT project startup times and providing adequate staffing to ensure IT projects are completed in a timely manner and meet customer expectations while maintaining manageable staffing levels for ongoing support.

Performance Measure:

Measure	FY 2007-08 Actual	FY 2008-09 Projected
Percent of medium and large IT projects meeting primary project goals	100%	95%

BACKGROUND:

In February 2006, your Board adopted Resolution 067821, approving an Agreement with CompuCom Systems to provide contingency staffing for County Information Technology (IT) projects. This Agreement has provided staff augmentation as needed without the risk of over hiring, and has enabled Information Services (ISD) to bring in qualified staff quickly when needed for project based and short-term work. Two Amendments to the Agreement were approved in August 2007 and January of 2008 increasing the not to exceed amount by \$1,750,000 and \$1,500,000 respectively.

The need for contractual IT resources has continued through the second half of Fiscal Year 2007-08 and into the current Fiscal Year.

DISCUSSION:

Recognizing the continuing need for contingency staffing, ISD issued a Request for Proposals in July of this year. The process of vendor selection has been completed, contract negotiations are underway, and we expect to bring two Agreements to your Board for your approval during the month of December. The existing Agreement with CompuCom will be terminated once the new contracts have been executed. Initial estimates made early in the Fiscal Year indicated that the current not to exceed in the existing Agreement would be sufficient based on use rate for Compucom staff over the past 2 years. While the hourly rate of Compucom staff has not increased, the County's use of Compucom staff has increased by over thirty percent in the past six months due primarily to an increase in demand for ISD supported staff.

As we near the end of this Agreement, we realize that it will not be enough to bridge the gap until the new Agreements are in place. An increase to this Agreement's not to exceed amount is needed in order for ISD to meet its commitments to County departments.

The contractor has assured compliance with the County's Contractor Employee Jury Service Ordinance, as well as all other contract provisions that are required by County ordinance and administrative memoranda, including but not limited to insurance, hold harmless, non-discrimination and equal benefits. Risk Management has reviewed and approved Contractor's insurance, and County Counsel has reviewed and approved the Resolution and Amendment as to form.

FISCAL IMPACT:

The original term of this Agreement was from February 28, 2006 to February 27, 2009 with an amended amount not to exceed \$5,687,000. This third Amendment increases the not to exceed amount by \$295,000 to provide services through the middle of December 2008. Funding for this Amendment is included in the FY 2008-09 ISD Adopted Budget.