



COUNTY OF SAN MATEO
Inter-Departmental Correspondence

Information Services Department

DATE: November 20, 2008

BOARD MEETING DATE: December 9, 2008

SPECIAL NOTICE/HEARING: None

VOTE REQUIRED: Majority

TO: Honorable Board of Supervisors

FROM: Chris Flatmoe, CIO/Director of Information Services

SUBJECT: Amendment No. 3 to the Agreement with Marian Repp

RECOMMENDATION:

Adopt a Resolution:

1. Waiving the Request for Proposals process; and
2. Authorizing the execution of Amendment No. 3 to the Agreement with Marian Repp for consulting services to add up to \$145,000 to the Agreement, for a new total maximum fiscal obligation of no more than \$463,540.

VISION ALIGNMENT:

Commitment: Responsive, effective, collaborative government.

Goal 22: County and local governments effectively communicate, collaborate and develop strategic approaches to issues affecting the entire County.

This Agreement will support Vision Goal 22 by providing the Information Technology (IT) expertise necessary as the criminal justice departments work together to migrate the Criminal Justice Information System (CJIS) off the County mainframe.

Performance Measure(s):

Measure	FY 2007-08 Actual	FY 2008-09 Target
Number of projects that are cross-departmental	10	10

BACKGROUND:

In July 2005, the Board approved, via Resolution 067457, an agreement with Marian Repp for CJIS conversion and migration services. Pursuant to authorization granted to the CIO in resolution 067457, Amendment No. 1 was approved to extend the Agreement's term to December 31, 2008. In October 2008, Amendment No. 2 was approved by the CIO to increase the contracted amount by \$25,000 and extended the term to December 30, 2009. The original completion date for CJIS migration was January 2009.

DISCUSSION:

The adjusted completion date for CJIS migration is June 2009. The delay is primarily due to the requirement for additional testing of the CJIS application in the new environment. This contract amendment is necessary to support the extended testing phase of the CJIS migration project as well as to provide support during the post-migration phase.

Marian Repp has provided subject matter expertise for CJIS for several years and represents a shallow labor pool of systems engineers qualified to work on the County's CJIS application. Because of Ms. Repp's extensive knowledge of County CJIS and the small number of systems engineers qualified to work in our CJIS environment, we are recommending waiving the RFP process.

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. The County Manager has approved waiver/modification of the contract extension past three years requirement. Risk Management has reviewed and approved Contractor's insurance, and County Counsel has reviewed and approved these documents as to form.

FISCAL IMPACT:

The term of this amended Agreement is from July 26, 2005, to December 30, 2009, and remains unchanged. The new total maximum fiscal obligation under this Agreement is \$463,540 and is funded entirely through the Criminal Justice Departments. Funds are included in ISD's Adopted FY 2008-09 Budget and will be included in ISD's FY 2009-10 Budget.