



MEMORANDUM
ADMINISTRATIVE SERVICES
PROCUREMENT DIVISION
County of Placer

TO: Board of Supervisors
FROM: Brett Wood, Purchasing Manager
SUBJECT: Change Order No. 1 - Innovative Interfaces Inc.

DATE: December 4, 2018

ACTION REQUESTED

Approve Change Order No. 1 with Innovative Interfaces Inc. of Emeryville, CA for a dedicated hosting environment in the amount of \$44,000 resulting in a revised maximum amount of \$444,000. Funding for this change order is included in the Placer County Library's FY 2018-19 Final Budget.

Authorize the Purchasing Manager to sign all required documents and authorize any required change orders in accordance with the Procurement Policy.

BACKGROUND

The Placer County Library's (Library) core function is to provide library services to the residents of Placer County, including an up-to-date collection of library materials reflective of community interests, skilled staff to assist customers, attractive community libraries, and enriching, entertaining library programs. The Library is made up of nine brick and mortar libraries located in the communities of Applegate, Auburn, Colfax, Foresthill, Granite Bay, Kings Beach, Penryn, Rocklin, and Tahoe City. The libraries cover approximately 1,500 square miles and serve 195,000 people, excluding the city libraries in Roseville and Lincoln. Additionally, the Library provides a bookmobile with regular service to rural areas of the county and the staff is comprised of approximately 51 employees.

Your Board approved an award with Innovative Interfaces Inc., for the new integrated library system (ILS) on June 26, 2018.

During the implementation of the ILS software it was discovered that the multi-tenant hosted environment initially scoped for this project does not support the single sign-on (SSO) security requirements of the County. SSO is an authentication process that allows users to access externally hosted applications using their Placer County network credentials. It is an industry best practice for authentication that simplifies the account management process, reduces the number of passwords for users, improves compliance and security capabilities, and mitigates the risk of 3rd party vendors storing user credentials outside of the Placer County network.

The requested increase requires your Board's approval in accordance with Procurement Policy Section 6.1(E).

FISCAL IMPACT

Funding for this support is included in the Placer County Library's FY 2018-19 Final Budget, with no new net County cost. Funds are not encumbered until purchases are rendered against the agreement.

