

PLACER COUNTY
ADMINISTRATIVE SERVICES DEPARTMENT
MEMORANDUM

TO: Honorable Board of Supervisors

FROM: Mike Spak, Information Technology Manager *MS*

DATE: November 6, 2012

SUBJECT: Approve Change Order No. 1 to Blanket Purchase Order No. 20043 with Agreeya Solutions, Inc. of Folsom, CA in the Amount of \$100,000 for Information Technology Consultant Services.

ACTION REQUESTED

Approve Change Order No. 1 to Blanket Purchase Order (BPO) No. 20043 with Agreeya Solutions, Inc., of Folsom, CA for consultant services in support of the Information Technology Division's Enterprise Support Services Group, with a budgeted net County cost of \$100,000 for a revised maximum BPO amount of \$149,000 and authorize the Purchasing Manager to sign the resulting change order.

BACKGROUND

The Administrative Services Department's Information Technology Division (Department) utilizes information technology consultants to augment the Enterprise Support Services Group's staffing levels during peak workload periods. To meet these increased workload requirements, a BPO in the amount of \$49,000 was issued to Agreeya Solutions, Inc., for the period of July 23, 2012 through June 30, 2013.

The initial BPO award amount of \$49,000 was based on preliminary workload projections. However, due to recent retirements of specialized information technology positions, the Department is estimating that an additional \$100,000 is required for consultant support services for the completion of several key projects through the BPO contract period of June 30, 2013. These projects include the ACORN Human Resources Data Tracking and Reporting Project, the Virtual Desktop Interface (VDI) Project, and the County's Enterprise Wi-Fi Deployment Project. An evaluation of required services by the Information Technology Division will continue during the contract period to determine that the most cost effective and appropriate level of services are being provided. The BPO would be cancelled if an alternative method is deemed more effective.

The increase amount of \$100,000 exceeds the Purchasing Manager's change order authority and PPM 2.1(g) requires Board approval for a contract change in an amount greater than ten percent. Upon your Board's approval, the BPO's not to exceed amount will be increased to \$149,000.

FISCAL IMPACT


The Administrative Services Department's Information Technology Division has sufficient funding to support this request. Funds are not encumbered until services are actually purchased against the Blanket Purchase Order.

Attachment

Cc: Jerry Gamez, Director of Administrative Services
Kathy Buchanan, Deputy Director of Information Technology
Allison McCrossen, Budget Analyst
Melissa Nunnink, Administrative & Fiscal Operations Manager (WOC)
Brett Wood, Purchasing Manager

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors

FROM: Melissa Nunnink, Administrative & Fiscal Operations Manager (WOC) 

DATE: November 6, 2012

SUBJECT: Approve Change Order No. 1 to Blanket Purchase Order No. 20043 with Agreeya Solutions, Inc., of Folsom, CA in the Amount of \$100,000 for Information Technology Consultant Services.

The Administrative Services Department's Information Technology Division has budgeted appropriately for this Blanket Purchase Order and funding is available within the Division's FY2012-13 Budget (11210).