



MEMORANDUM
PROCUREMENT SERVICES DIVISION
County of Placer

TO: Honorable Board of Supervisors **DATE:** September 27, 2022
FROM: Jane Christenson, Acting County Executive Officer
BY: Brett Wood, Purchasing Manager
SUBJECT: PrimeGov Committee Manager and OneView Citizen Relationship Management Software – Contract Amendment with Prime Government Solutions, Inc.

ACTION REQUESTED

1. Approve a FY 2022-23 budget amendment #AM-00713 for CC10003 – Clerk of the Board in the amount of \$24,054.79 and cancel General Fund reserves.
2. Approve a FY 2022-23 budget amendment #AM-00713 for CC10002 – Board of Supervisors in the amount of \$57,210.96 and cancel General Fund reserves.
3. Approve an amendment to the contract with Prime Government Solutions Inc. of Scottsdale, AZ for three years of annual support of the Meeting Manager, Committee Manager, and OneView Citizen Relationship Management software modules for a revised maximum contract amount of \$131,764.75 through November 16th, 2023.
4. Authorize change orders up to a maximum amount of \$13,176.48 consistent with Placer County's Procurement Policy.
5. Authorize the Purchasing Manager to sign all required documents, subject to departmental concurrence and available funding.

BACKGROUND

On December 15, 2020, the Board of Supervisors approved the purchase of the PrimeGov Legislative Management Platform for the Clerk of the Board Division to modernize and streamline the Board agenda management workflow process. The PrimeGov application was successfully launched in August 2021 and has been the countywide solution for Board agenda item creation and workflow management since that date.

Prime Government Solutions, Inc. was acquired by Rock Solid Technologies in 2022. The consolidated company offers two additional related applications that will allow the Clerk of the Board and Board of Supervisors Divisions to continue to improve the Placer citizen experience through the Committee Manager expansion for PrimeGov and the OneView Constituent Relationship Management module.

The Committee Manager expansion for PrimeGov, now OneMeeting, will allow the County to consolidate information about all active committees and commissions into a single easily searchable web interface for the public. Additionally, it will streamline the process of posting vacancies and receiving and vetting applications in a standardized online workflow. The addition of this module will help to update current processes which require maintenance of many

Honorable Board of Supervisors

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individual committee web pages and manual processing of new applications and will replace an older legacy committee and commission database.

The OneView Constituent Relationship Management (CRM) application will allow county staff to consolidate and manage incoming citizen inquiries through a centralized organizational tool. This implementation will begin with Board of Supervisors staff to improve the management and tracking of citizen inquiries and will be extensible to all county departments over time.

The addition of these two tools will align to the Placer County Critical Success Factor to provide Innovative, Integrated County Services, and will allow the county to establish new engagement pathways for citizens to connect to their local government partners.

Therefore, your Board's approval is required to proceed with the amendment to the contract pursuant to Procurement Policy Section 7.1E in the aggregate amount of \$81,265.75, and staff requests authority for the Purchasing Manager to sign all required documents, subject to departmental concurrence and available funding.

FISCAL IMPACT

The total annual cost of this revised contract is \$131,764.75. There is a one-time implementation cost of \$15,465.75 for these new features. A Budget Amendment to increase appropriations by \$24,054.79 in the FY 2022-23 budget for CC10003 – Clerk of the Board and \$57,210.96 in the FY 2022-23 budget for CC10002 Board of Supervisors, with a corresponding cancellation of General Fund reserves, is included for consideration and approval. This produces a \$81,265.75 impact to the General Fund.

ATTACHMENTS

Attachment A: First Amendment

FIRST AMENDMENT TO AGREEMENT BETWEEN PRIME GOVERNEMENT SOLUTIONS INC. AND PLACER COUNTY

This First Amendment to Agreement between Prime Government Solutions, Inc. and Placer County (“Amendment”) is entered as of September 28th, 2022 (the “Effective Date”), by and between Prime Government Solutions, Inc., a wholly owned subsidiary of Rock Solid Technology, Inc. (hereinafter referred to as “Supplier”) and the County of Placer, a California municipal corporation, (hereinafter referred to as “Customer”), and hereinafter collectively referred to as the “Parties”).

WHEREAS, Supplier and Customer are parties to a certain AGREEMENT BETWEEN PRIME GOVERNMENT SOLUTIONS, INC. AND PLACER COUNTY dated November 16th, 2020 (the “Agreement”); and

WHEREAS, the Parties desire to amend the Agreement in accordance with the terms and conditions set forth this Amendment.

NOW, THEREFORE, the Parties hereby agree to amend the Agreement as follows:

1. **EXHIBIT B. ADDITIONAL PRODUCT(S)**: Schedule 1 contained herein is hereby added into and incorporated into Exhibit B of the Agreement in addition to existing Products and pricing listed on Exhibit B. The fees for One-time Costs as laid out on Schedule 1 herein totaling annual amount of Fifteen Thousand Four Hundred Sixty-Five dollars and Seventy-Five cents (\$15,465.75) is due upon Effective Date of Amendment. The Prorated subscription laid out on Schedule 1 shall provide services for the period of 28 day of September, 2022 through 16 day of November, 2022, following which all annual services incorporated on Exhibit B shall be invoiced together for the following twelve (12) month period.
2. **Section 3.2.** Replace Section 3.2 with the following:
The term of this Agreement shall automatically extend for a period of one (1) year (the “Extended Term”) at the end of the Initial Term and the end of each Extended Term, unless either party gives written notice of termination to the other party not later than three (3) months prior to the end of the Initial Term or the relevant Extended Term.

(the rest of the page intentionally left blank)

OTHER TERMS OF THE CONTRACT: The Parties agree that all other terms, conditions and obligations of the Agreement remain in effect throughout the term of the Agreement except for those provisions of the Agreement that are directly contradicted by this Amendment, in which event the terms of this Amendment shall control.

BINDING EFFECT: The covenants and conditions contained in this Amendment shall apply to and bind the parties and the heirs, legal representatives, successors and permitted assigns of the Parties.

PRIMEGOVERNMENT SOLUTIONS INC.:

County of Placer

SHERIF AGIB
PRESIDENT

BRETT WOOD
PURCHASING MANAGER

(Date)

(Date)

Schedule 1

OneView Solution (Annual Cost)	Investment
OneView Enterprise	\$46,800
Committee Manager	\$15,000
Tier Two Agenda Automation-Additional Workflows	\$4,000
Total OneView Annual Cost	\$65,800
One-Time Cost (Due upon signature of Amendment)	
OneView Enterprise - Implementation	\$4,000.00
OneView Enterprise Prorated Subscription (9/28/2022 – 11/16/2022)	\$6,410.96
Committee Manager - Implementation	\$3,000.00
Committee Manager Prorated Subscription (9/28/2022 – 11/16/2022)	\$2,054.79
Total OneView One-Time Cost	\$15,465.75

Amended One Time Cost: \$15,465.75

Additional Annualized Cost: \$65,800.00

****All Annual costs shall be subject to a 5% annual increase.

