

MEMORANDUM
COUNTY OF PLACER
ADMINISTRATIVE SERVICES DEPARTMENT
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: June 19, 2012
SUBJECT: Approve the award of a Sole Source Purchase Order to Cogsdale Holdings Ltd. for Software Maintenance and Support of the Performance Accounting System in the Amount of \$135,154.24

ACTION REQUESTED

Approve the award of a sole source purchase order to Cogsdale Holdings Ltd. of Charlottetown, PE Canada for software maintenance and support of the Performance Accounting System (PAS) and authorize the Purchasing Manager to sign the resulting purchase order in the amount of \$135,154.24.

BACKGROUND

In June 1997, your Board approved the acquisition of PAS to provide the County with a financial accounting system to support the County's financial departments including the Auditor-Controller's Office and the Treasury-Tax Collector's Office.

On June 7, 2011, your Board approved the annual renewal of the PAS software maintenance and support agreement in the amount of \$127,504.40. The system's current maintenance and support agreement expires on June 30, 2012.

Cogsdale Holdings Ltd. has provided a quote in the amount of \$135,154.24 for the annual PAS maintenance and support agreement. This is a 6 percent increase from the prior year, which is consistent with Section 3.8 of the PAS acquisition contract. The effective agreement period will be July 1, 2012 through June 30, 2013.

Maintenance of this software is only available from Cogsdale Holdings Ltd. Section 1.3(l) of the Purchasing Policy Manual provides for the sole source procurement of a commodity or service which can only be purchased from one supplier, usually because of its technological, specialized, or unique character. Cogsdale Holdings' maintenance and support proposal meets this criterion.

FISCAL IMPACT

The resulting purchase order will be in the total amount of \$135,154.24. Administrative Services Department's Fiscal Impact Statement is attached.

Attachment: Administrative Services Department Fiscal Impact Statement

cc: Jerry Gamez, Director of Administrative Services
Kathy Buchanan, Deputy Director of Information Technology

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FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: Jerry Gamez, Director of Administrative Services
DATE: June 19, 2012
SUBJECT: PO for the Performance Accounting Series (PAS) Software Support – Yearly Renewal

The Administration Services Department, under County Wide Systems (Dept 10), has budgeted appropriately for this PO and funding is available in the proposed FY 2012-13 department budget submittal. This PO will renew the annual maintenance and support for the County's PAS (Performance Accounting System) solution.