

MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: December 9, 2014
SUBJECT: EnvisionConnect Software Support and Hosting Services – Decade Software Co
LLC

ACTION REQUESTED

1. Approve the renewal of a sole source Purchase Order with Decade Software Co. LLC of Fresno, CA for annual software support and hosting services for EnvisionConnect software for Health & Human Services' Environmental Health Division in the amount of \$51,498, funded by the department's current FY2014-15 budget with no net County cost, and authorize the Purchasing Manager to sign the resulting Purchase Order.

BACKGROUND

Health & Human Services' Environmental Health Division (HHS) uses EnvisionConnect software, published by Decade Software, to manage their database. The department has been using this software since 1994. Use of this software requires the annual purchase of licensing and support services to assure optimal performance of the system. The most recent support agreement expired on November 13, 2014. In July 2014 the department opted to contract with Decade Software to host a portion of the system, which provides better access for the department's public clients. The hosting agreement also expired on November 13, 2014. Decade has agreed to continue providing support and hosting service without interruption.

Decade has provided a quote for the next year of support and hosting services in the total amount of \$51,498. This is a significant increase over the previous rate due to the additional services that are currently being utilized by HHS. Section 1.3(i) of the Purchasing Policy Manual exempts software licensing and support from competitive bidding. In addition, these services are only available through Decade who is the sole publisher and licensor of the EnvisionConnect software. This renewal requires your Board's approval.

FISCAL IMPACT

Upon approval by your Board, a Purchase Order will be issued to Decade in the amount of \$51,498.00 for licenses, support services, and hosting services for the period of November 14, 2014 through November 13, 2015. HHS has advised that this expense will be funded by the current Environmental Health FY2014-15 budget with no new net County cost.

cc: Rebecca Mellott, HHS - Director of Administrative Services
Wesley Nicks, HHS – Director of Environmental Health

