

**MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION**

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager *BW*
DATE: January 6, 2015
SUBJECT: Implementation of Task Management System – InfoMajesty, Inc.

ACTION REQUESTED

1. Approve Change Order No. 2 to Blanket Purchase Order No. 20703 with InfoMajesty, Inc. of San Jose, CA for the implementation of Task Management System for Health and Human Services to increase the blanket purchase order amount by \$30,000 resulting in a new maximum amount of \$80,000, funded by the Human Services Division's FY2014-15 budget with no new net County cost, extend the blanket purchase order term through June 30, 2015, and authorize the Purchasing Manager to sign the resulting change order.

BACKGROUND

On June 4, 2013, your Board authorized the Purchasing Manager to execute a sole source contract with SourceCode Technology Holdings, Inc of Bellevue, WA for the acquisition of K2 BlackPearl Building Process Management software and development services to support the Health and Human Services Task Management Upgrade Project.

The department requires a qualified vendor to implement the system using K2 BlackPearl and SmartForms. As a result, Procurement Services awarded BP020703 for the implementation of the project for Administrative Services to InfoMajesty, Inc. in the maximum amount of \$50,000 for the period of July 19, 2013 through July 18, 2014. On June 9, 2014 the Purchasing Manager authorized Change Order No. 1 to extend the blanket purchase order (BPO) term through October 31, 2014.

The department has determined that additional services and time will be needed to complete the project. The current BPO amount will not be sufficient to pay for services through the extended term. It is estimated that an additional \$30,000 will need to be added to the BPO to complete the implementation project based on functional and technical review of the application.

The requested increase and BPO extension exceeds the Purchasing Manager's signature authority. Therefore, your Board's approval is required to process a change order to increase the BPO in the amount of \$30,000 for a revised maximum amount of \$80,000, extend the BPO term through June 30, 2015, and to authorize the Purchasing Manager to sign the resulting change order.

FISCAL IMPACT

Upon your Board's approval, BP020703 will be increased by \$30,000 to a new maximum amount of \$80,000 and extended through June 30, 2015. Human Services has advised that sufficient funding is available in the division's FY2014-15 budget with no new net County cost.

cc: Brian Rupprecht, Administrative & Fiscal Operations Manager – HHS Administration
Kathy Buchanan, Deputy Director of Information Technology
Melissa Nunnink, Administrative & Fiscal Operations Manager – Administrative Services

