

## **RESOLUTION NO. .**

**BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA**

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**RESOLUTION AUTHORIZING AN AGREEMENT WITH CUSHMAN COMPUTER CONSULTING, INC. FOR IMPLEMENTATION OF THE REVENUE AND CLAIMS DATA SYSTEM FOR THE HUMAN SERVICES AGENCY FINANCIAL SERVICES, FOR THE TERM OF NOVEMBER 1, 2015 THROUGH JUNE 30, 2018, IN AN AMOUNT NOT TO EXCEED \$796,500**

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**RESOLVED**, by the Board of Supervisors of the County of San Mateo, State of California, that

**WHEREAS**, the Human Services Agency (HSA) Financial Services Unit processes county claims for expenditures and aid benefits covering 20 state and federal program areas assisting 160,000 residents; and

**WHEREAS**, the claim process requires several submissions to the state and currently, claims and deposits are manually tracked on spreadsheets, and these data entry processes are time-consuming and prone to key entry errors; and

**WHEREAS**, on June 30, 2015, HSA conducted a Request for Proposals (RFP) for a software solution to automate and modernize the current claims reconciliation activities, and on the basis of comprehensive responses, reference checks and pricing, the department notified proposers of its intent to award the contract to Cushman Computer Consulting, Inc.; and

**WHEREAS**, the Revenue and Claims Data System (RCDS) proposed by Cushman Computer Consulting, Inc. will automate and streamline the County claims

reconciliation processes which is anticipated to reduce staff workload by one-third and replace the current Access database that is antiquated and will no longer be supported in the very near future; and

**WHEREAS**, the automated system will accelerate HSA's ability to reconcile claims which will allow for revenue receipts from the State to be generated more quickly; and

**WHEREAS**, this agreement has been presented to this Board of Supervisors for its consideration and acceptance whereby Cushman Computer Consulting Inc. shall provide the Revenue Data System to HSA for the term of November 1, 2015 through June 30, 2018, for a maximum obligation of \$796,500; and

**WHEREAS**, your Board has been presented with a form of said agreement, has examined as to both form and content and desires to enter into the agreement.

**NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that the President of this Board of Supervisors be and is hereby authorized and directed to execute said agreement for and on behalf of the County of San Mateo, and the Clerk of this Board shall attest the President's signature thereto.

**BE IT FURTHER RESOLVED** that the Director of the Human Services Agency or designee is authorized to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or

modify the contract term and/or services so long as the modified term or services  
is/are within the current or revised fiscal provisions.

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