



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Information Services



Date: August 2, 2013
Board Meeting Date: October 1, 2013
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Jon Walton CIO/Director Information Services Department

Subject: Amendments to the Agreements with 314e Corporation and AgreeYa Solutions

RECOMMENDATION:

Adopt a Resolution authorizing amendments to the agreements with 314e Corporation and AgreeYa Solutions, for contingency staffing services, extending the term through June 30, 2015, and increasing each agreement by \$6,000,000 to an amount not to exceed \$9,500,000 in aggregate.

BACKGROUND:

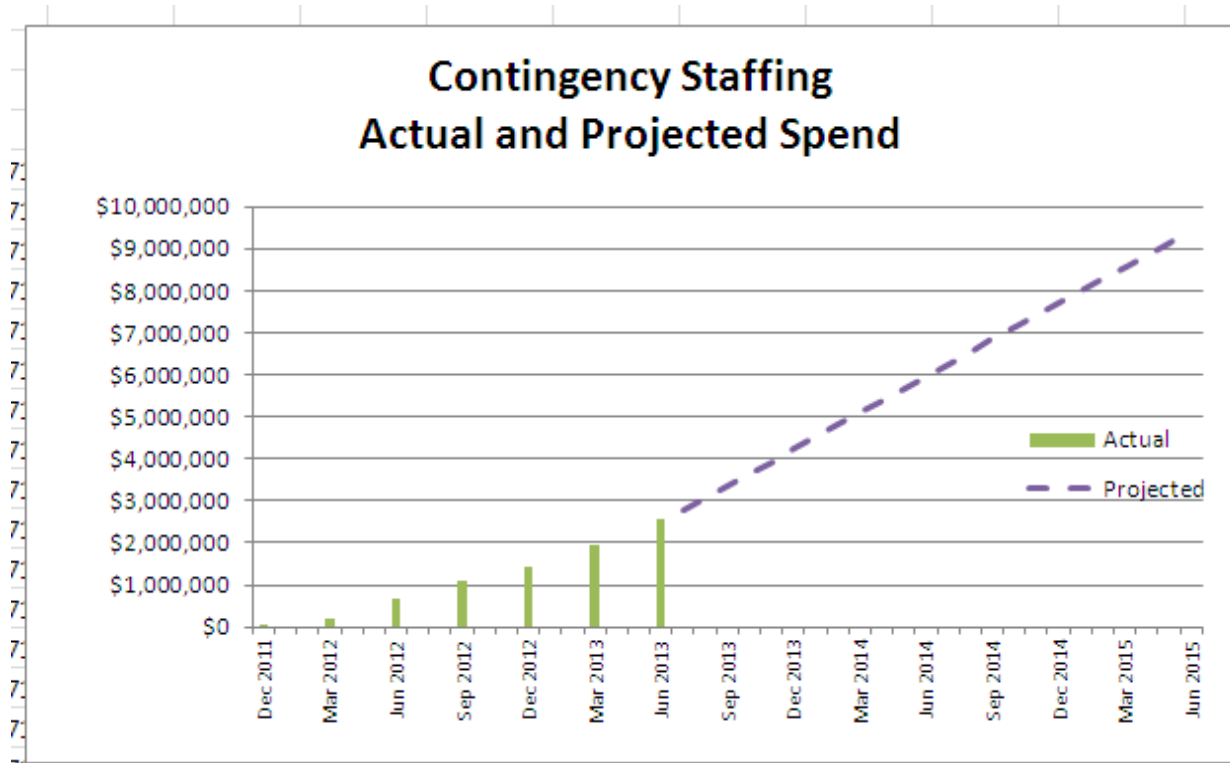
The Information Services Department (ISD) maintains a lean staffing model, hiring staff only when long-term needs have been established. On November 15, 2011, the Board adopted Resolution 071728, amended by Resolution 072304 approving agreements with 314e Corporation and AgreeYa Solutions for contingency staffing to augment County staff with contractual staff. These vendors were selected through a Request for Proposal process (RFP #ISD1815) that began in August 2011.

DISCUSSION:

The Agreements continue to be utilized in the original three categories: 1) Surge Capacity. If there is a spike in work that cannot be managed by County staff or through prioritization the County may need to bring in contractual staff; 2) Subject Matter Expertise (SME) – if an IT project requires SME the County does not currently possess, The County needs to bring in contractual staff with the expertise needed for a project. The contract staff is contractually responsible for “knowledge transfer” or teaching his or her particularized skill set to permanent ISD staff members; and 3) Legacy System Support – if the County requires additional staff to provide support for an older or legacy system it may choose to bring in contractual staff rather than train County staff on an IT system nearing end of life.

This \$6,000,000 increase will provide short term staffing flexibility to support customer projects and multi-year IT initiatives that are planned for the FY 2013-14 and 14-15 Fiscal Years. Success or failure of these initiatives will be dependent on getting the right skills in place quickly to bring projects successfully to completion and transfer knowledge where needed for ongoing support. Departments may also take advantage of these Agreements and source contractors through ISD; thirty six percent (36%) of the contractors currently retained through the Contingency Staffing Agreements have been sourced or utilized by other Departments including the Health System and Human Services.

The following graph shows the actual and anticipated spend rate over the term of the agreement. As the County invests in technology there has been an upswing in the use of contingency staffing. It is expected that this will continue through the end of FY 2014-15.



The Contractors have assured compliance with the County's Contractor Employee Jury Service Ordinance, as well as all other contract provisions that are required by County ordinance and administrative memoranda including, but not limited to, insurance, hold harmless, non-discrimination and equal benefits.

County Counsel has reviewed and approved the Resolution and Amendments as to form

Approval of these amendments contributes to the Shared Vision 2025 outcome of a Collaborative Community by establishing contracts for our staffing needs, thereby reducing IT project startup time.

PERFORMANCE MEASURE(S):

Measure	FY 2012-13 Actual	FY 2013-14 Projected
Percent of medium and large IT projects that are completed on time	80%	90%

FISCAL IMPACT:

The term of these Agreements are from December 9, 2011 to June 30, 2015. The total cumulative obligation for both Agreements is not to exceed \$9,500,000. Total expenditures across both Agreements will be monitored and managed by ISD fiscal staff. Funding for these Agreements is included in the FY 2013-15 Recommend ISD Budget.