



County of San Mateo

Inter-Departmental Correspondence

Department: HEALTH

File #: 20-856

Board Meeting Date: 11/10/2020

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Louise F. Rogers, Chief, San Mateo County Health
Chester J. Kunnappilly, MD, Chief Executive Officer, San Mateo Medical Center

Subject: Agreement with Organizational Intelligence, LLC to Provide Financial Software Maintenance Services

RECOMMENDATION:

Adopt a resolution authorizing an agreement with Organizational Intelligence, LLC to provide financial software maintenance services for the term of December 1, 2020 through November 30, 2023, in an amount not to exceed \$420,000.

BACKGROUND:

San Mateo County Health (SMCH) including San Mateo Medical Center (SMMC), has been using Organizational Intelligence, LLC (OI) software since 2011. The software uses information from the County accounting and payroll systems to report financials at cost center level. Managers can access this information directly for budget monitoring purposes, down to the actual posting level detail, to provide an enhanced level of monitoring and reporting. This system also provides a variety of payroll data on demand. In addition, SMMC implemented OI's cost accounting functionality to support budgeting and analysis at the service line level.

DISCUSSION:

SMCH has a continuing need for these services to provide managers with a tool for monthly monitoring reports and convenient access to their financial data. SMCH is requesting that your Board waive the Request for Proposals process because the time and expense of selecting a new vendor and redeveloping the existing IT interfaces throughout SMCH would be burdensome and not a prudent allocation of County resources during the current public health emergency.

The agreement and resolution have been reviewed and approved by County Counsel as to form.

The resolution contains the County's standard provisions allowing amendment of the County fiscal obligations by a maximum of \$25,000 (in aggregate).

The County's Contract Compliance Committee has approved a waiver request for a three-year term for this agreement.

It is anticipated that the number of days it takes to provide financial reporting to decision makers will be 13 business days or less.

PERFORMANCE MEASURE:

Measure	FY 2020-21 Estimated	FY 2021-22 Projected
Number of days it takes to provide financial reporting to decision makers	≤13 business days	≤13 business days

FISCAL IMPACT:

The term of the agreement is December 1, 2020 through November 30, 2023. The amount of the agreement is not to exceed \$420,000 for the 3-year term. Funds in the amount of \$111,948 are included in the SMCH FY 2020-21 Adopted Budget. Funds in the amount of \$116,426 will be included in the SMCH FY 2021-22 Recommended Budget. Similar arrangements will be made for future years.

The payment provisions in this contract differ from that of the previous contract, due to an increase of average compensation in the information technology industry. The total value of the new contract represents a 4% increase compared to that of the previous contract.

Expenses at SMMC are covered by fees for services or third-party payors whenever possible. The portion of expenses for services provided to the medically indigent or to those covered by programs that do not meet the full costs of care is covered by the County's General Fund contribution to SMMC and is within the existing annual appropriation. The portion funded by Health Administration is recovered by charges to SMCH divisions.