



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** INFORMATION SERVICES

**File #:** 21-556

Board Meeting Date: 6/29/2021

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<b>Special Notice / Hearing:</b>	None
<b>Vote Required:</b>	Majority

**To:** Honorable Board of Supervisors

**From:** Michael Wentworth, Interim Chief Information Officer, Information Services Department

**Subject:** **Measure K:** Issuance of Purchase Orders to Amazon Web Services

**RECOMMENDATION:**

**Measure K:** Adopt a resolution waiving the Request for Proposal process and authorizing the County Purchasing Agent to issue Purchase Orders to Amazon Web Services for offsite data archiving and recovery subscription services for the term of July 1, 2021 through June 30, 2023, with a total combined fiscal obligation for all purchase orders in an amount not to exceed \$428,300.

**BACKGROUND:**

The County of San Mateo, Information Services Department (ISD) manages data backup and recovery services for various County departments. These services are critical for restoring data when entire servers crash or become corrupted or when files and folders need to be restored. The data backup and recovery infrastructure consist of servers that store electronic files less than fourteen (14) days old at County data centers and offsite storage for older files.

**DISCUSSION:**

Currently, ISD utilizes offsite storage services provided by Amazon Web Services (AWS) for the purpose of copying backup data in an encrypted manner to their cloud data centers.

ISD is requesting that this Board waive the Request for Proposal process as AWS currently provides data backup and recovery services for various County departments and there is a need to ensure uninterrupted services. ISD would like to continue securing these services directly from AWS rather than going thru resellers as this allows ISD to secure the most cost-effective rates and avoid resellers fees. AWS provides the most extensive and secure global cloud infrastructure that offers volume-based discounts. After discussions with AWS and County Procurement Office, it was determined that the issuance of Purchase Orders to AWS allows for continued offsite storage subscription services.

The County's Information Management Planning Committee (IMPC) has reviewed and approved the use of AWS for long term backup data storage.

County Counsel has reviewed and approved the Resolution as to both form and content.

**PERFORMANCE MEASURES:**

Measure	FY 2019-20 Actual	FY 2020-21 Projected
Percent of Data Restore Requests Completed Successfully	90%	90%

**FISCAL IMPACT:**

The Term of this purchase authorization is from July 1, 2021 through June 30, 2023, with a total combined fiscal obligation for all purchase orders in an amount not to exceed \$428,300. Funding for these Purchase Orders in the amount of \$390,300 is included in ISD's Fiscal Years (FY) 2021-23 Recommended Budget and collected through service charges from County departments.

Additionally, **Measure K** Sales and Use Tax funding in the amount of \$18,000 has been appropriated in ISD's FY 2021-22 Recommended Budget. ISD will request additional **Measure K** Sales and Use Tax appropriations in the amount of \$20,000 during FY 2022-23 Recommended Budget submission.