



**Contra  
Costa  
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: March 15, 2016

Subject: Authorize Purchasing Agent to Issue Purchase Order

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Employment and Human Services Department, Information Technology Unit, a purchase order with CDW Government LLC, in the amount not to exceed \$195,226, to procure user based licensing for SAP's Business Objects software over the period of March 31, 2016 through March 30, 2017. (20% County; 40% State; 40% Federal)

**FISCAL IMPACT:**

\$195,226: 100% Administrative Overhead (20% County; 40% State; 40% Federal)

**BACKGROUND:**

The Employment and Human Services Department (EHSD), Information Technology Unit (IT), has upgraded their server based licensing to user based licensing for SAP's Business Objects software. Business Object software is used to generate over 800 management reports on all aspects of EHSD's business in the course of a month. It is essential for the department to be current on the product to ensure proper security updates and software support. The latest versions require user based support instead of CPU based support. EHSD IT requires tech support and software patches

---

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

---

Action of Board On: **03/15/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor

Candace Andersen, District II Supervisor

Mary N. Piepho, District III Supervisor

Karen Mitchoff, District IV Supervisor

Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: March 15, 2016

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Chris Heck, Deputy

Contact: V. Kaplan, 3-1514

cc:



BACKGROUND: (CONT'D)

to optimize the product's reliability and address complex issues associated with the department's reporting needs.

In accordance with Administrative Bulletin No. 611.0, County Departments are required to get Board approval for single item purchases greater than \$100,000.

CONSEQUENCE OF NEGATIVE ACTION:

The Employment and Human Services Department will not be current on licensing for SAP's Business Objects software to ensure proper security updates and software support.

CHILDREN'S IMPACT STATEMENT:

None.