To: Board of Supervisors

From: Ed Woo, Chief Information Officer

Date: November 1, 2016

Subject: GrantStream Incorporated Master Services Contract

Contra
Costa
County

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Chief Information Officer, or his designee, to execute a Master Services Agreement with GrantStream, Incorporated, in an amount not to exceed $68,000 to replace the Department of Information Technology's current grant management software application with GrantStream's Benevity Software-as-a-Service grant management application, for the period November 1, 2016 through October 31, 2017.

FISCAL IMPACT:

$68,000 (100% User Fees); the cost is budgeted under Org# 1580, Fiscal Year 16/17
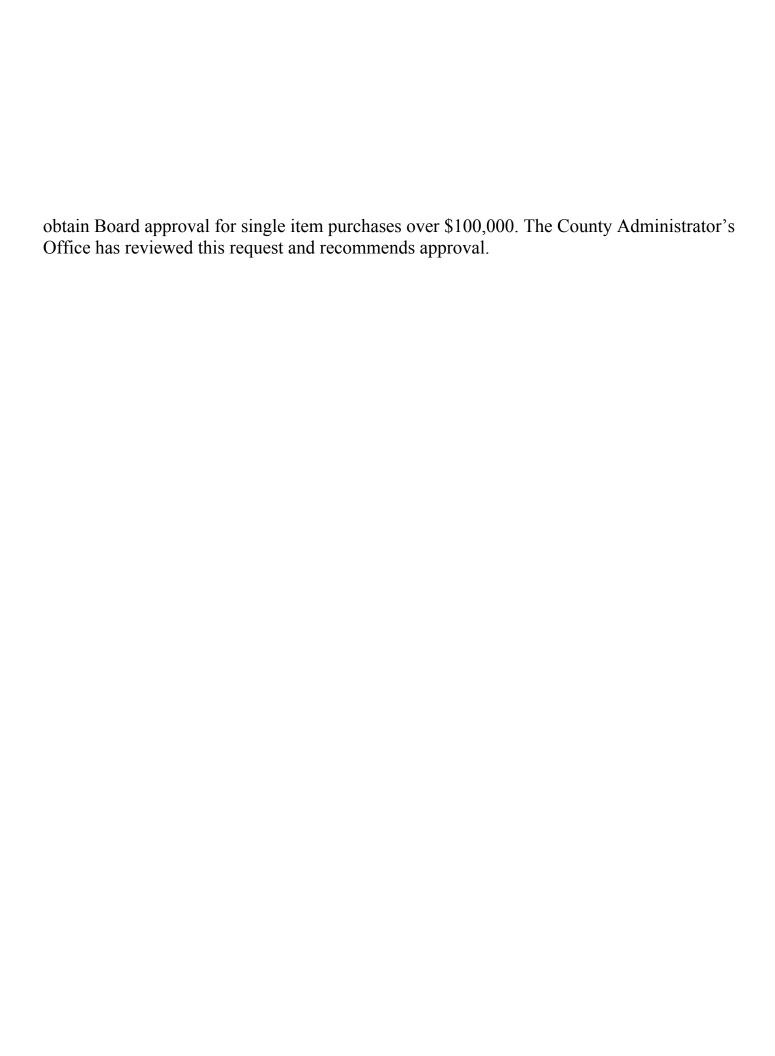
BACKGROUND:

The County requires a more capable grant management system. The current in house developed application has limited capabilities and does not work with mobile computing devices. GrantStream's management system, Benevity, will allow us to reduce our manual processing of grant funds distribution. It will also provide us with better reporting and mobile computing capabilities.

In accordance with Administrative Bulletin No 611.0, County departments are required to

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☑ APPROVE   ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR   ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **11/01/2016**   ☑ 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: November 1, 2016

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

By: Chris Heck, Deputy

Contact: Ed Woo (925) 383-2688

cc:

obtain Board approval for single item purchases over $100,000. The County Administrator's Office has reviewed this request and recommends approval.

<u>CONSEQUENCE OF NEGATIVE ACTION:</u>

Implementing the Benevity application is needed to provide an efficient grant application, review, issuance, and reporting for the applicant and for the department. Being hosted, the department will save on the expense of an in house hosted system.