



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: October 23, 2018

Subject: Purchase Order Amendment with SoftwareOne, Inc., for Microsoft Enterprise Agreement

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a Purchase Order Amendment with SoftwareOne, Inc., to increase the payment limit by \$519,208 to a new payment limit of \$4,945,768, for the purchase of additional Microsoft Office products for the Health Services Department, with no change in the original term for the period January 1, 2018 through December 31, 2020.

**FISCAL IMPACT:**

100% funding is included in the Hospital Enterprise Fund I Budget.

**BACKGROUND:**

Pursuant to Board approval received on December 12, 2017 (Item C.39), Health Services renewed an Enterprise Agreement to continue Microsoft Office365 products and license modules for existing staff for three years. Since that time, Health Services has added over 500 new employees who require office productivity tools and email capabilities. These tools and services require additional licenses. Health Services will purchase these additional licenses from SoftwareOne, Inc.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

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Action of Board On: **10/23/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor

Candace Andersen, District II  
Supervisor

Diane Burgis, 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: October 23, 2018

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

By: Laura Cassell, Deputy

Contact: Patrick Wilson,  
925-335-8700

#### CONSEQUENCE OF NEGATIVE ACTION:

Failure to provide additional product licensing will render physicians and nurses unable to view email and access office productivity tools, thus preventing hospital staff from performing basic job duties such as communication with other staff and patients, which would put patient health outcomes at risk.