



**Contra
Costa
County**

To: Board of Supervisors
From: Marc Shorr, Chief Information Officer
Date: July 30, 2019

Subject: Amend/Extend Contract with Mohammed A. Gaffer (dba Sierra Consulting) for Consulting Programming Support

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Chief Information Officer, or designee, to execute a contract amendment effective August 31, 2019 with Mohammed A. Gaffar (dba Sierra Consulting, Inc.), to extend the term from August 31, 2019 through August 31, 2020 with no change to the payment limit of \$290,000, to provide continuing consulting and programming services on software that supports CalWIN client correspondence.

FISCAL IMPACT:

None. This action is administrative.

BACKGROUND:

The Department of Information Technology is the administrator of the contract used by the Employment and Human Services Department for CalWIN Consortium Client Correspondence. This correspondence is printed on Production Enterprise Batch printers at DOIT & Central Services. Providing their services on a part-time intermittent "as needed" basis, Mohammed A. Gaffar (dba Sierra Consulting) has in-depth expertise and provides the required support skills necessary for the specialized coding and support of the Pitney Bowes StreamWeaver Print Stream software, Finalist Mail Address Validation software,

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **07/30/2019** ☒ 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: July 30, 2019

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

By: Laura Cassell, Deputy

Contact: Curt Dodson
925-765-0524

cc:

and Mail Stream Plus Address Cleansing software products that are necessary and used to print & mail CalWIN Batch Client Correspondence timely and conform to U.S. Postal mailing requirements and regulations. This

BACKGROUND: (CONT'D)

contract is used to provide testing, analyzing, troubleshooting, consulting, and programming support services.

CONSEQUENCE OF NEGATIVE ACTION:

If the requested action is not approved, the user department will be without the support necessary to keep any CalWIN consortium client correspondence in production.