



**Contra  
Costa  
County**

To: Board of Supervisors  
From: David Twa, County Administrator  
Date: November 5, 2019

Subject: CONTRACT FOR TEMPORARY IT SERVICES FOR LAW & JUSTICE SYSTEMS DEVELOPMENT

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**RECOMMENDATION(S):**

APPROVE clarification of Board action on July 30, 2019 (C.37), which authorized the County Administrator, or designee, to execute a contract with Allegis Group Holdings, Inc. (dba TEK Systems, Inc.), a corporation, in an amount not to exceed \$650,000 to provide temporary help and recruitment services for the County Administrator's Law & Justice Information Systems Unit for the period August 1, 2019 through September 30, 2020, to reflect that the Contractor's total liability under the contract will not exceed twice the total value of services provided in the last calendar year or one million dollars (\$1,000,000), whichever value is greater.

**FISCAL IMPACT:**

100% County General Fund; County Administrator's Office - Law & Justice Information Systems budget.

**BACKGROUND:**

On July 30, 2019, the Board authorized the County Administrator's Office to engage TEK Systems, Inc., to provide temporary help and recruitment services for the County Administrator's Law & Justice Information Systems Unit. After initially agreeing to the

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: **11/05/2019** ☒ 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: November 5, 2019

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

Contact: Julie DiMaggio Enea  
(925) 335-1077

By: Laura Cassell, Deputy

cc:

County's standard contract terms, the Contractor, prior to executing the contract, rejected the County's indemnification provision and requested that a limit be placed on the Contractor's potential liability. The County and Contractor agreed that a reasonable limit is twice the total value of services provided in the last calendar year or one million dollars (\$1,000,000), whichever

BACKGROUND: (CONT'D)

value is greater. The County Administrator requests authorization to execute the contract reflecting this limit, with all other terms as originally presented.

To recap, the County Administrator's Law and Justice Information Systems (LJIS) Unit requires staff resources to implement a significant new information technology project – replacement of the countywide warrant management system. This project is critical to the Sheriff, Superior Court, and all county law enforcement agencies. The CAO has recruited for ISPAs five times in the last three years but has been unable to keep the positions filled. Therefore, the CAO is seeking to hire three qualified temporary contractors to support the LJIS Unit, while continuing to recruit to fill positions permanently. The proposed contract with TEK Systems, Inc., will provide qualified contract-to-hire candidates for these hard to fill positions in the County Administrator's LJIS Unit through September 30, 2020. The intent is to backfill vacancies for no longer than 12 months.