



**Contra  
Costa  
County**

To: Contra Costa County Fire Protection District Board of Directors  
 From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District  
 Date: April 20, 2021  
 Subject: Google Workspace Integration

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**RECOMMENDATION(S):**

Acting as the Governing Board of the Contra Costa County Fire Protection District (1) APPROVE and AUTHORIZE the Purchasing Agent to execute a purchase order with Carahsoft Technology Corp, in an amount not to exceed \$200,000, for the purchase of Google Workspace e-mail and other hosted services, for the period April 10, 2021, through April 10, 2024, and (2) APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with SADA Systems, Inc., in an amount not to exceed \$50,000, for implementation and support of the Google Workspace system for the period April 10, 2021, through April 10, 2024.

**FISCAL IMPACT:**

100% Budgeted; Special District Revenue (General Operating Fund)

**BACKGROUND:**

The Contra Costa County Fire Protection District (District) is a large organization with over 400 employees. Communication and collaboration has been key to running an effective

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: **04/20/2021** ☒ 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: April 20, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Lon Goetsch, Assistant  
 Chief 925-941-3300

By: Laura Cassell, Deputy

cc:

## BACKGROUND: (CONT'D)

organization. With the advent of COVID-19 and more of our workforce being remote, the District needed to look at innovative ways to advanced our technology in order to support our workforce and improve communication. The District was provided the opportunity to utilize Google Workspace. With Google Workspace, the District started by creating a simple, secure web site that employees could access on-duty and off-duty from any device. The site featured improved workflow for employees, a central repository for internal news, and a central document repository (Google Drive) that supports real-time collaboration. Since utilizing the service, the District has seen tremendous benefits versus the legacy Exchange Server, Virtual Private Networks (VPNs), and local file server. Additionally, this service will provide email and calendar service to replace the District's aging Exchange server. Lastly, by moving these services off premise to the cloud will improve business continuity in the event of local network challenges or by other cyber threats plaguing public agencies, including Ransomware. The District continues to find innovative ways to use the Google Workspace to improve innovation, communication, and collaboration. Google Workspace is utilized by over 6 million businesses worldwide and many government agencies including the City of Los Angeles, City of Memphis, City of San Bruno, and the State of Arizona.

The Google terms and conditions governing the District's use of the Google hosted Workspace products and services include the following: (1) a limitation of Google's liability in delivering the services to an amount not in excess of the amounts paid during the 12 months preceding the claim, which applies to a breach of hosted data; (2) the District is not entitled to a refund of fees in the even it terminates the agreement prior to the expiration of the three year term, (3) an obligation for the District to indemnify Google for claims arising from District's data in the hosted system, and District's breach of the Google acceptable use policy.