



**Contra
Costa
County**

To: Board of Supervisors
From: Marla Stuart, Employment and Human Services Director
Date: May 3, 2022

Subject: Amend and extend contract with Planet Technologies, Inc. to upgrade STARS (Shared Text Automated Retrieval System)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment, subject to approval as to form by County Counsel, with Planet Technologies, Inc. to increase the payment limit by \$215,000 to a new payment limit \$314,000, and to extend the term from August 1, 2022 through August 1, 2023 to upgrade the department-wide communication system known as STARS (Shared Text Automated Retrieval System).

FISCAL IMPACT:

\$314,000 funded by 5% County, 44% Federal, 51% State revenues as administrative overhead expense, all of which is already budgeted in FY 2021-22 and FY 2022-23.

BACKGROUND:

Employment and Human Services Department (EHSD) is seeking to upgrade its department-wide communication system known as STARS (Shared Text Automated Retrieval System). EHSD's needs have outgrown the out-of-box design for document management, document search and document retrieval used in the initial design. EHSD contracted with Planet Technologies, Inc. (Contractor) to upgrade the existing SharePoint

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **05/03/2022** ☒ 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: May 3, 2022

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

By: Laura Cassell, Deputy

Contact: C. Youngblood (925)
608-4964

platform to take advantage of efficiencies from automation and

BACKGROUND: (CONT'D)

technology advances. The Contractor was involved in the original design of STARS and has successfully delivered pivotal system implementations for EHSD.

The expected outcome of the upgrade is an up-to-date foundation architecture that supports a custom user interface that provides EHSD with the user experience staff need to easily and efficiently provide service to the clients. The current contract for \$99,000 is for the foundation architecture modifications. In order to create the required intuitive and user friendly experience for the user interface, the contract must be amended for additional services. The cost increase of \$215,000 is necessary to support the key strategic department objective of providing the best in class service to the clients.

CONSEQUENCE OF NEGATIVE ACTION:

The Employment and Human Services Department will be unable to go forward with the communication system upgrade which may have a negative impact to servicing our clients.