



**Contra
Costa
County**

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Date: January 10, 2023

Subject: CalSAWS Consortium County Purchase – Hyland Document Export Support Change Order

RECOMMENDATION(S):

RATIFY the Employment and Human Services Department (EHSD) Director's execution of a contract with the CalSAWS Consortium, a California joint powers authority, for software support services in an amount not to exceed \$278,471 for the period July 1, 2021 to June 30, 2023, and APPROVE and AUTHORIZE the EHSD Director, or designee, to execute a contract revision with the CalSAWS Consortium to increase the payment limit by \$116,153 from \$278,471 to a new payment limit of \$394,624.

FISCAL IMPACT:

This purchase amendment will increase department expenditures by \$116,153, all of which has been budgeted in FY 22-23. Funding is 100% State.

BACKGROUND:

On March 19, 2019, the Board of Supervisors approved and adopted the CalSAWS Joint Exercise of Powers Agreement to establish a single statewide automated welfare system for the administration of California's public assistance programs. (D.3). EHSD is requesting ratification of the EHSD Director's execution of County Purchase (Hyland Document Export Support), dated August 12, 2021, with the CalSAWS Consortium in an amount not

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **01/10/2023** ☒ 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

Ken Carlson, 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: January 10, 2023

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

Contact: C. Youngblood (925)
608-4964

By: Laura Cassell, Deputy

cc:

to exceed \$278,471 for the period July 1, 2021, to June 30, 2023, which did not receive Board of Supervisors approval. Under the County Purchase agreement, Hyland LLC performed document migration services to migrate EHSD program documents to the CalSAWS Consortium database.

BACKGROUND: (CONT'D)

EHSD is requesting approval of County Purchase (Hyland Document Export Support) Revision 1, which will supersede the original County Purchase (Hyland Document Export Support agreement), and provides for additional document migration services from Hyland identified during the migration process. Revision 1 will increase the contract payment limit by \$116,153 for the additional support services.

As a member of the CalSAWS Consortium, Contra Costa County may purchase services under the Base Agreement, dated August 16, 2019, between the CalSAWS Consortium and Accenture LLP in connection with the CalSAWS system, including services provided by the Consortium's vendors.

EHSD requires software support from the Consortium's vendor Hyland Software LLC to export documents from the department's existing document management solution and importing the documents into the CalSAWS Imaging Solution. The Employment and Human Services Department (EHSD) is responsible for exporting documents from its document management solution and providing those documents to the CalSAWS Project for import into the CalSAWS Imaging Solution. County Purchase Agreement CC-01-2021 in the amount of \$278,471 provides software support charges for Hyland to provide such support to the EHSD. Revision 1 CC-01-2021 replaces and supersedes County Purchase CC-01-2021 and includes additional software support from Hyland for CalSAWS software imaging solutions.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, EHSD staff will be unable to view or upload documents in the CalSAWS Imaging Solution and this will threaten the department's readiness for CalSAWS go-live in February 2023.