

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SAN BERNARDINO  
AND RECORD OF ACTION**

November 17, 2020

**FROM**

**VALERIE CLAY, Interim Director, Purchasing Department**

**LARRY AINSWORTH, Chief Information Officer, Information Services Department**

**SUBJECT**

Contracts for Information Technology Staffing Services

**RECOMMENDATION(S)**

Approve **Contracts** with the following vendors for Information Technology staffing services for the term of April 5, 2020 through April 18, 2022:

1. Argus Associates, Inc. **Contract No. 20-1105.**
2. DatamanUSA, LLC. **Contract No. 20-1106.**
3. Intelliswift Software, Inc. **Contract No. 20-1107.**
4. Mindlance, Inc. **Contract No. 20-1108.**
5. Modis, Inc. **Contract No. 20-1109.**
6. Sierra Cybernetics, Inc. **Contract No. 20-1110.**
7. vTech Solution, Inc. **Contract No. 20-1111.**

(Presenter: Valerie Clay, Interim Director, 909-387-2074)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Improve County Government Operations.**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**Pursue County Goals and Objectives by Working with Other Agencies.**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The costs associated with the utilization of these recommended vendors will be incurred on a fee-for-service basis. Departments/agencies that require Information Technology (IT) staffing services are responsible for ensuring adequate funding is included in their approved and future recommended budgets for the level of requested services.

**BACKGROUND INFORMATION**

The Information Services Department (ISD) provides support for County Departments by developing, enhancing, and maintaining business applications on a variety of hardware and software platforms. These applications include the County's financial accounting system, payroll, budget, personnel, document imaging, public websites, and many other business line systems. Some County departments develop, support and maintain applications and business line systems within their respective organizations.

**Contracts for Information Technology Staffing Services  
November 17, 2020**

County Policy 11-04 allows for the use of outside service providers when there is a need for special skills. County departments including ISD, require the use of contract staff with specialized skillsets to support immediate needs and additional staff to meet project deadlines and deliverables and increased workloads. The need for each contractor is time-sensitive and project-specific; therefore, the particular technical skillsets and number of service hours required will vary with each project.

County departments that require IT staffing services benefit greatly from the ability to utilize countywide contracts to streamline the process of obtaining IT staffing services (reducing procurement costs) and to fill staffing requirements expeditiously, which will assist in preventing costly project delays.

On April 18, 2017 (Item No. 71), the Board of Supervisors (Board) approved contracts with multiple vendors for information technology staffing services for a five-year period from April 19, 2017 through April 18, 2022. With the exception of the contract for 22<sup>nd</sup> Centuries Technologies, the approved contracts mistakenly reflected a three-year contract term of April 5, 2017 through April 4, 2020, with two one year options to extend the term. The error was not identified until after the April 4, 2020 date had passed and as a result Purchasing is requesting approval of new contracts with each of the prior approved contractors to fulfill the remaining two year contract term. Purchasing currently has open work orders with Argus Associates, Inc., DatamanUSA, LLC, Mindlance, Inc., Modis, Inc., P. Murphy & Associates, Inc./Intelliswift Software, Inc., Sierra Cybernetics, Inc. and vTech Solution, Inc. One initial contractor, P. Murphy & Associates, Inc., has undergone an acquisition and the new contract will be issued under the name of the acquiring company, Intelliswift Software, Inc.

**PROCUREMENT**

On July 28, 2016, ISD released a Request for Proposals (RFP No. ISD117-AD-2132) via the County's Electronic Procurement Network (ePro) to solicit qualified vendors to provide Information Technology Staffing Services for a three-year term, with the option of two one-year term extensions. Specifically, the RFP requested vendors to provide staffing services to fill positions including: IT Project Manager, Business Systems Analyst, Programmer Analyst/Software Developer, Application Platform Specialist, System Support Analyst, System Engineer, Web Designer, GIS Analyst, Computer Operations Specialist and Computer Operator. Proposals were received from 56 vendors, and only one was rejected, as the vendor did not fulfill the requirements of the RFP.

ISD and Purchasing staff evaluated the proposals based on responsiveness to the RFP requirements, competitive pricing, references, qualifications, and experience. Based on the evaluation results, the top ten vendors were selected. Contract negotiations were unsuccessful with one of the ten selected vendors. As a result, the top nine vendors were recommended for contract awards and were listed alphabetically in the table below.

<b>Vendor</b>	<b>Location</b>
22nd Century Technologies, Inc.	Somerset, NJ
Argus Associates Inc.	Plava Del Rey, PA
DatamanUSA, LLC	Centennial, CO

**Contracts for Information Technology Staffing Services  
November 17, 2020**

Mindlance, Inc.	Hoboken, NJ
Modis, Inc.	Burbank, CA
The North Highland Company	Atlanta, GA
P. Murphy & Associates, Inc. (Intelliswift Software, Inc.)	Burbank, CA
Sierra Cvbernetics, Inc.	Anaheim Hills, CA
vTech Solution, Inc.	Washington, DC

County Policy 11-04 requires Board of Supervisors approval when contracting for competitive and non-competitive services where the annual aggregate cost exceeds \$200,000.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Kristina Robb, Deputy County Counsel, 387-5455) on November 2, 2020; Information Services Department (Damian Parsons, Finance Officer, 388-5082) on November 2, 2020; Finance (Monique Amis, Administrative Analyst, 387-5402) on October 30, 2020; County Finance and Administration (Kelly Welty, Deputy Executive Officer, 387-4376) on October 30, 2020.

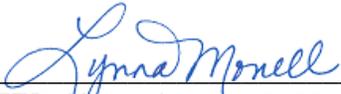
**Contracts for Information Technology Staffing Services  
November 17, 2020**

Record of Action of the Board of Supervisors  
County of San Bernardino

**APPROVED (CONSENT CALENDAR)**

Moved: Robert A. Lovingood Seconded: Josie Gonzales  
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: November 17, 2020



cc: Purchasing- Barajas w/agree  
Contractor- C/O Purchasing w/agree  
File- w/agree  
LA 11/23/2020