

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

March 15, 2022

**FROM**

**WILLIAM L. GILBERT, Director, Arrowhead Regional Medical Center**

**SUBJECT**

Amendment to Agreement with Hyland Software, Inc. for the Document Management System

**RECOMMENDATION(S)**

Approve **Amendment No. 1** to **Agreement No. 21-148** with Hyland Software, Inc. for the document management system, decreasing the contract amount by \$100,000, from \$2,067,788 to \$1,967,788, for the total fixed fee cost of the Statement of Work, with no change to the contract period of March 2, 2021 through March 1, 2026.

(Presenter: William L. Gilbert, Director, 580-6150)

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

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

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General funding (Net County Cost). The cost of \$1,967,788 is funded by State Med-Cal, Federal Medicare, private insurances, and other departmental revenue. Funding sources may change in the future pending any legislative activity related to the repeal and/or replacement of the Affordable Care Act. Adequate appropriation and revenue is included in the Arrowhead Regional Medical Center's (ARMC) 2021-2022 recommended budget and will be included in future recommended budgets.

**BACKGROUND INFORMATION**

Approval of the amendment will reduce the fixed fee cost of the statement of work by \$100,000 due to reduced work effort in the un-stubbing and temporary storage of files before being shipped to Hyland Software, Inc. (Hyland). The Change Order will result in a cost savings for the County.

ARMC is in transition to Epic Electronic Health Record (EHR). Epic is the preferred EHR system used by healthcare organizations nationwide for its ability to tailor fit workflows and applications, provide predictive analytics, streamline tasks and increase productivity. Epic also has the ability to store patient records; however, in order to convert legacy records into EHR, a third-party application must be used. This allows legacy records into the EHR and allows the legacy records and new records to correspond. This supports the hospital and its functions in providing comprehensive, timely and accurate care to the community it serves. The Hyland (Hyland) document management system will be used to store, archive and produce health information that will be utilized for treatment, payment and health care operations.

**Amendment to Agreement with Hyland Software, Inc. for the Document  
Management System  
March 15, 2022**

On March 2, 2021, (Item No. 10), the Board of Supervisors (Board) approved the Hyland Agreement 21-148, as a result of a competitive procurement, for the provision of a document management system for the transition and implementation of a new EHR system.

**PROCUREMENT**

Hyland was awarded as the result of a competitive solicitation, Request for Proposal ARMC120-ARMC-3710. Purchasing continues to support the competitive nature of this procurement.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Bonnie Uphold, Deputy County Counsel, 387-5455) on February 14, 2022; Purchasing Department (Ariel Gill, Buyer, 777-0722) on February 18, 2022; ARMC Finance (Chen Wu, Finance and Budget Officer, 580-3165) on February 18, 2022; and County Finance and Administration (Diana Atkeson, Deputy Executive Officer, 387-5423) on February 23, 2022.

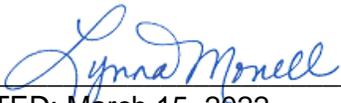
**Amendment to Agreement with Hyland Software, Inc. for the Document Management System**  
**March 15, 2022**

Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Janice Rutherford Seconded: Joe Baca, Jr.  
Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: March 15, 2022



cc: ARMC- Gilbert w/agree  
Contractor- C/O ARMC w/agree  
File- w/agree  
LA 03/21/2022