

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

September 9, 2025

FROM

LYNN FYHRLUND, Chief Information Officer, Innovation and Technology Department

SUBJECT

Amendment to Agreement with Sciforma Corporation for Project Management Software

RECOMMENDATION(S)

Approve **Amendment No. 2 to Master Subscription Agreement No. 22-337**, for portfolio and project management software and implementation services, to assign the agreement from KeyedIn Solutions Holdings, Inc. to Sciforma Corporation, and increase the total not-to-exceed amount by \$33,858, from \$356,014 to \$389,872, with no change to the period of May 10, 2022, through May 9, 2027.

(Presenter: Lynn Fyhrlund, Chief Information Officer, 388-5501)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

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

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

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The Innovation and Technology Department (ITD) operating costs are recovered via service rates approved annually by the Board of Supervisors (Board). The increase of \$150,000 to the not-to-exceed amount for the Master Subscription Agreement (MSA) will provide additional licenses for project management software licensing countywide through the contract period. ITD will utilize \$38,858 to add 50 licenses for its use. Sufficient appropriation is included in ITD's 2025-26 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

ITD provides programming and consulting services to County departments for the development, enhancement, and maintenance of business solutions on a variety of hardware and software platforms. ITD utilizes Sciforma Corporation's (Sciforma) portfolio and project management software to manage a portfolio of current and future projects. Sciforma's software solution is anticipated to benefit other County departments.

On May 10, 2022 (Item No. 25), the Board approved MSA No. 22-337 with KeyedIn Solutions Holdings, Inc., (KeyedIn), including non-standard terms, for portfolio and project management software and implementation services, for a total contract amount of \$96,000 for the period of May 10, 2022, through May 9, 2024.

On June 27, 2023 (Item No. 66), the Board approved Amendment No. 1 to MSA No. 22-337 with KeyedIn for additional portfolio and project management software licenses, increasing the

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total not-to-exceed contract amount by \$260,014, from \$96,000 to \$356,014, and extending the term of the agreement by three years, for the total contract period of May 10, 2022 through May 9, 2027.

On December 26, 2023, KeyedIn merged with Sciforma, with Sciforma as the surviving entity. As a result, Sciforma is now the contracting party to the MSA, assuming all rights and responsibilities thereto. ITD recommends approval of Amendment No. 2 to continue to use KeyedIn software through Sciforma to manage the portfolio of current and future projects. Additionally, ITD recommends approval of a funding increase to the total not-to-exceed contract amount by \$33,858, from \$356,014 to \$389,872, to allow the purchase of 50 additional licenses for ITD employees.

PROCUREMENT

Not Applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Bonnie Uphold, Supervising Deputy County Counsel, 387-5455) on August 29, 2025; Purchasing (Joni Yang, Buyer III, 387-2463) July 31, 2025; Risk Management (Stephanie Pacheco, Staff Analyst II, 386-9039) on July 30, 2025; County Finance and Administration (Ivan Ramirez, Administrative Analyst, 387-4020) on August 20, 2025.

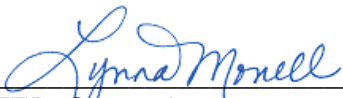
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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: September 9, 2025



cc: IT - Black w/agree
Contractor - c/o IT w/agree
File - w/agree
MBA 09/10/2025