

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

January 14, 2025

FROM

DON DAY, Director, Project and Facilities Management Department

TERRY W. THOMPSON, Director, Real Estate Services Department

SUBJECT

Amendment to Contract with Robert Stephen Consulting, LLC for Assignment to Langan CA, Inc.

RECOMMENDATIONS

Approve **Amendment No. 2 to Contract No. 20-324** with Robert Stephen Consulting, LLC for assignment of the Contract to Langan CA, Inc., with no change to the not to exceed amount of \$965,879 or contract term of June 2, 2020, through May 31, 2025.

(Presenter: Don Day, Director, 387-5000)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

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

Promote the Countywide Vision.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The cost for services under this Contract No. 20-324 (Contract) with Langan CA, Inc. (Langan) will not increase during the term of the contract. Sufficient appropriation and revenue are included in Real Estate Services and Project and Facilities Management departments operational budgets.

BACKGROUND INFORMATION

Approval of Amendment No. 2 with Langan will allow assignment of Contract No. 20-324 (Contract) from Robert Stephen Consulting LLC (RSC) to Langan. The Real Estate Services Department (RESD) and Project and Facilities Management Department (PFMD) utilize the Archibus System software (Archibus) for County building inventory, real estate management, facilities management work requests, and energy management systems. Archibus requires each client to utilize an approved Business Partner to enable continuity in the use of the Archibus product and technical support. The Business Partner is the technical and product expert and is required as a pass-through for payment of the Archibus software licensing.

On June 2, 2020 (Item No. 32), the Board of Supervisors (Board) approved the Contract with RSC in an amount not to exceed \$767,529 for the period of June 2, 2020, through May 31, 2025, to provide professional Business Partner consulting services for Archibus.

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On August 22, 2023 (Item No. 49), the Board approved Amendment No. 1 to the Contract, increasing the contract amount by \$198,350 for a total of \$965,879 to provide additional software modules to the Archibus system platform and provide a revised scope of services.

PFMD was notified by RSC that the company was selling certain assets to Langan and seeking the County's consent to an assignment of the Contract to Langan effective January 14, 2025. PFMD recommends approval of the above recommended amendment to allow the County's continued use of Archibus and software consulting services.

PROCUREMENT

N/A

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Kaleigh Ragon, Deputy County Counsel, 387-5455) on December 12, 2024; Purchasing (Ariel Gill, Supervising Buyer, 777-0722) on December 12, 2024; Project and Facilities Management (Jennifer Costa, Chief of Facilities Management, 387-2920) on December 12, 2024; Finance (Jenny Yang, Administrative Analyst, 387-4884) on December 18, 2024; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on December 18, 2024.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: January 14, 2025



cc: PFMD - Ayala w/agree
 Contractor - c/o PFMD w/agree
 File - w/agree
MBA 01/16/2025