

**Contract Number**

**SAP Number**

## Human Resources Department

<b>Department Contract Representative</b>	Christine Onyango
<b>Telephone Number</b>	909-388-5943
<b>Contractor</b>	Dovetail Software Inc.
<b>Contractor Representative</b>	Kevin Creedon
<b>Telephone Number</b>	978-973-7259
<b>Contract Term</b>	For the contract period beginning July 23, 2024, until services are no longer provided or terminated by either party.
<b>Original Contract Amount</b>	Non-financial
<b>Amendment Amount</b>	N/A
<b>Total Contract Amount</b>	Non-financial
<b>Cost Center</b>	N/A

**Briefly describe the general nature of the contract:** Non-financial Health Insurance Portability and Accountability Act Business Associate Agreement with Dovetail Software, Inc., including non-standard terms, for a centralized employee relations case management software as a service subscription to manage and track employee relations inquiries, incidents, and investigations; and to maintain compliance and safeguard the County's employees' confidential information, for the contract period beginning July 23, 2024 until services are no longer provided or terminated by either party.

**FOR COUNTY USE ONLY**

Approved as to Legal Form

►  
Bonnie Uphold, Supv. Deputy County Counsel

Date \_\_\_\_\_

Reviewed for Contract Compliance

►

Date \_\_\_\_\_

Reviewed/Approved by Department

►

Date \_\_\_\_\_