

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

May 19, 2020

FROM

TERRI RAHHAL, Director, Land Use Services Department

SUBJECT

Increase the Purchase Order and Contract Term with Integrative Strategies, LLC.

RECOMMENDATION(S)

Authorize the Purchasing Agent to increase the not to exceed amount of SAP Contract 4400007910, with Integrative Strategies, LLC, for consulting services, by \$282,000, from \$532,000 to a total not to exceed \$814,000, and extend the effective date through June 30, 2022.

(Presenter: Jevin Kaye, Assistant Director, 387-4431)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

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

FINANCIAL IMPACT

Approval of the increase to this Purchase Order (PO) will not result in the use of additional Discretionary General Funding (Net County Cost). The amount expended to date is \$481,075. Sufficient appropriation to fund this PO will be included in Land Use Services Department (LUS) Administration Division's 2020-21 recommended budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

Per County Policy 11-04, all contracts for services in excess of \$200,000 must be approved by the Board of Supervisors. Approval of this item will allow LUS to continue to utilize the same business lead resource through the next phase of the EZ Online Permitting system (EZOP) software implementation as part of the countywide integrated land management system upgrade. This includes bringing additional Planning and Code Enforcement operations online, as well as continued business process re-engineering efforts for Phases 3 and 4 of the project. This action ensures the continuity of technical support at the LUS level to ensure efficient expansion of, and improvements to, this enterprise system within the Department.

Approval of this action would increase PO No. 178935 with Integrative Strategies, LLC by \$282,000, and extend the term for two years, through June 30, 2022. It is anticipated that the Department will complete all phases of the EZOP implementation prior to the expiration of this PO.

PROCUREMENT

**Increase the Purchase Order and Contract Term with Integrative Strategies, LLC.
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On July 22, 2016, PO No. 178935 was issued for \$99,999 to Integrative Strategies, LLC, for consulting services related to the LUS business processes for EZOP implementation. LUS selected Integrative Strategies, LLC, for its expertise and experience from prior Accela implementations, thus ensuring best practice methods are utilized to meet the needs and expectations of LUS customers. The vendor also had extensive prior experience working with LUS on business processes efforts beginning in 2015 on another project. On May 2, 2017 (Item No. 37), the PO was increased to a not to exceed amount of \$250,000, and then increased by another \$250,000 to a not to exceed amount of \$532,000 on May 22, 2018 (Item No, 67).

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Bart Brizzee, Principal County Counsel, and Jason Searles, Deputy County Counsel, 387-5455) on April 23, 2020; Purchasing (Bruce Cole, Supervising Buyer, 387-2148) on April 23, 2020; Finance (Kathleen Gonzalez, Administrative Analyst III, 387-5412) on April 27, 2020; County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on May 4, 2020.

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May 19, 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: May 19, 2020



cc: File - Land Use Services Department
KS 05/21/2020