

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

**April 7, 2020**

**FROM**

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

**SUBJECT**

Amendment No. 2 to Agreement with Forward Advantage Inc. for Single Sign-On Software and Implementation

**RECOMMENDATION(S)**

Approve **Amendment No. 2 to Agreement No. 18-519** with Forward Advantage Inc. for expenses related to the implementation of single sign-on software increasing the contract amount by \$32,000 from \$866,285 to \$898,285, with no change to the contract term.  
(Presenter: William L. Gilbert, Director, 580-6150)

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

**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 \$32,000 is funded by State Medi-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 have been included in the Arrowhead Regional Medical Center (ARMC) 2019-20 budget and will be included in future recommended budgets.

**BACKGROUND INFORMATION**

Approval of this recommendation will ensure the County meets contractual obligations related to the implementation expenses, including travel expenses, for the secure verification process for Medical Staff to access ARMC's network systems, including the electronic health record. The secure verification consists of a single sign-on function through which a badge or smart card replaces the need to enter a username and password to login to hospital's system. Under the original agreement, Forward Advantage could invoice for the travel expenses of their implementation team in addition to the cost for services. ARMC recommends approval of Amendment No. 2 with Forward Advantage to ensure County responsibilities of the agreement related to implementation of the single sign-on service are met.

**PROCUREMENT**

This expense for implementation of the single sign-on service is approved by Purchasing based on an existing agreement with Forward Advantage, Inc. The Board of Supervisors (Board) approved an agreement with Forward Advantage on February 13, 2018 (Item No. 10) to implement a single sign-on authentication process for the hospital.

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On July 10, 2018 (Item No. 5), the Board approved Amendment No. 1 to increase the contract amount by \$177,400 from \$688,885 to \$866,285 for the purchase of additional single sign-on software licenses and smart card reader with no change to the agreement period of February 13, 2018 through February 12, 2021.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Bonnie Uphold, County Counsel, 387-5487) on March 23, 2020; Purchasing Department (Jaqueline Ambrose, Lead Buyer, 777-0722) on March 16, 2020; Finance (Amanda Trussell, Principal Administrative Analyst, 387-4773) on March 23, 2020; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on March 24, 2020.

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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: April 7, 2020



cc: ARMC- Gilbert w/agree  
Contractor- C/O ARMC w/agree  
File- w/agree  
la 04/8/2020