

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

July 13, 2021

FROM

BOB DUTTON, Assessor-Recorder-County Clerk

SUBJECT

Amendment to Contract with Array Information Technology, Inc. to provide System Integration Services for the Assessor's Information Management System Project

RECOMMENDATION(S)

Approve **Amendment No. 1 to Agreement No. 20-876** with Array Information Technology, Inc. revising the Statement of Work and Milestone Payment Schedule, with no change to the contract amount of \$22,925,106 or term of September 15, 2020 through June 30, 2025. (Presenter: Bob Dutton, Assessor-Recorder-County Clerk, 382-3254)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

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

FINANCIAL IMPACT

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). The total contract amount of \$22,925,106 would remain unchanged. While the contract amount would remain unchanged, the projected annual expenditures would adjust as follows:

Cost Center	Applicable Service	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25
3119992756	System Integration Services	\$8,129,816	\$9,587,307	\$4,363,066	\$546,576	\$298,341

The Fiscal Year 2021-22 projected annual expenditures would increase by \$560,000, and the projected annual expenditures for Fiscal Years 2022-23 and 2023-24 would collectively decrease by \$560,000, creating a net change of \$0. Adequate appropriation and revenue have been included in the Assessor's Property Information Management System (PIMS) Upgrade Project 2021-22 budget (3119992756) and will be included in future recommended budgets.

BACKGROUND INFORMATION

On September 15, 2020 (Item No. 17), the Board of Supervisors approved Agreement No. 20-876 with Array Information Technology, Inc. to provide system integration services for the Assessor's Information Management System (AIMS) Project from September 15, 2020 through June 30, 2025, in the amount of \$22,925,106. During the initial phases identified in the Statement of Work (SOW), a need was identified to revise the SOW to include additional software development services, which are essential for the completion of code conversion that

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will move the Assessor's existing information management system (PIMS) to a supportable information technology (IT) platform that uses current and industry standard programming languages. The cost of these additional software development services is \$560,000. A cost savings is expected by reducing the mobile solutions provided in Enhancement No. 13, which would offset the additional costs. The mobile portion of the solution is being removed from the SOW for the time being while additional business requirements for the mobile solution are defined. Once a mobile solution is properly defined, the department will utilize an in-house Program Analyst to implement enhancements using department funds. Assessor staff recommend revising the SOW and Milestone Payment Schedule to reflect the additional software development services and the reduction of mobile solutions provided in Enhancement No. 13. All other terms and conditions of the contract would remain unchanged.

PROCUREMENT

The County Administrative Office and Purchasing Department approved the release of a Request for Proposal (RFP) No. ARC120-ASSR-3684 for PIMS modernization on January 10, 2020. The Assessor division of the Assessor-Recorder-County Clerk (ARC) Department received proposals from three interested vendors as follows:

Vendor	Location
Array Information Technologies, Inc.	Greenbelt, MD
M Corp	Sacramento, CA
Publicis Sapient	Boston, MA

An evaluation team consisting of staff from ARC and the County's Innovation and Technology Department (ITD) evaluated the proposals based on qualifications, experience, technical ability, proposed work plan, and references. The evaluation teams recommended Array Information Technology, Inc. for a contract to provide all services based on the proposals. The agencies not recommended for contract award were notified by e-mail on April 29, 2020. No protests were received.

County Policy No. 11-04 requires departments to obtain Board of Supervisors approval for the procurement of services over \$200,000 annually.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Kristina M. Robb, Supervising Deputy County Counsel, 387-5436) on June 2, 2021; Purchasing (Bruce Cole, Supervising Buyer, 387-2148) on June 3, 2021; Risk Management (Victor Tordesillas, Director of Risk Management, 386-8623) on June 24, 2021; Finance (Carl Lofton, Finance Analyst, 387-5404) on June 24, 2021; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-4342) on June 24, 2021.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Janice Rutherford
Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Curt Hagman, Joe Baca, Jr.
Absent: Dawn Rowe

Lynna Monell, CLERK OF THE BOARD

BY  _____
DATED: July 13, 2021



cc: ARC - Effiom w/agree
Contractor - C/O ARC w/agree
File - w/agree
CCM 07/14/2021