

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

533



FROM: Department of Mental Health

SUBMITTAL DATE:

SUBJECT: Ratify the Professional Service Agreement with Jaguar Computer Systems, Inc.

RECOMMENDED MOTION: Move the Board of Supervisors:

1. Ratify the sole source procurement Professional Service Agreement with Jaguar Computer Systems, Inc. for the amount of \$163,000 for FY 07/08;
2. Authorize the Chairman of the Board to sign the Professional Service Agreement;
3. Authorize the Riverside County Purchasing Agent to renew, decrease and/or increase future amendments with Jaguar Computers Systems, Inc. for an amount not to exceed 10% of the approved agreement amount of \$163,000.

BACKGROUND: Jaguar Computer Systems, Inc. (Jaguar) has supplied consulting and network services to the Department of Mental Health (DOMH) since July 1, 2007. Jaguar provides daily network management, system assessments and administrative services under the supervision of the DOMH's Information Technology (I.T.) Department. The DOMH currently has a Blanket Purchase Order (BPO) with Jaguar for a maximum amount of \$97,400 for FY 07/08. Jaguar has exceeded their current agreement amount due to unforeseen network crisis and the need to build the network infrastructure to accommodate growth in departmental staff and network usage. **(Continued Page 2)**

JW:LS

Jerry Wengerd

 Jerry Wengerd, Director
 Department of Mental Health

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 163,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2007/2008

SOURCE OF FUNDS: 35% State and 65% Realignment.	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

BY: *Michael R. Shetler*
 Michael R. Shetler

County Executive Office Signature

Prev. Agn. Ref.:

District:

Agenda Number:

ATTACHMENTS FILED
 WITH THE CLERK OF THE BOARD

3.22

FORM APPROVED COUNTY COUNSEL
 BY: *Neal R. Kipnis*
 DATE: 3/22/08
 Departmental Concurrence
 Purchasing: *Max Seller*, Assistant Director

Dep't Recomm.: Consent Policy
 Per Exec. Ofc.: Consent Policy

SUBJECT: Ratify the Professional Service Agreement with Jaguar Computer Systems, Inc.

BACKGROUND: (cont'd)

In July 2007, Riverside County Purchasing issued a Request for Proposal (RFP) for computer consultation and network services similar to the services currently being performed by Jaguar. The provisions of the Professional Services Agreement with Jaguar will allow Jaguar to provide computer consultation and network services for the remainder of FY 07/08 or until a successful bidder is determined and awarded. Since Purchasing has not made an award for services to date, the DOMH needs to increase Jaguar's current BPO by \$65,600 as a single source procurement in order to cover services through the end of FY 07/08.

PRICE REASONABLENESS:

Jaguar is on the county's award vendor list and has provided consultation services at a negotiated monthly amount approved by the DOMH, I.T., and Purchasing Department. Jaguar will continue to offer the same rate structure as originally quoted for the balance of this contract.

FINANCIAL IMPACT:

The total contract amount for FY 07/08 will be \$163,000. Jaguar's initial BPO agreement was for \$97,400, and covered services provided and invoiced through December 2007. An additional \$65,600 is being added to pay for services from January 2008 through June 2008. The total contract amount of \$163,000 was budgeted in the DOMH's FY 07/08 budget. No additional County funds are required.

JUSTIFICATION FOR DELAY:

Riverside County Purchasing Department RFP'ed these services and bids closed on October 18, 2007. I.T. anticipated that an award for these services would have been made by December 2007. However, the RFP Evaluation Committee is still in the process of reviewing submitted proposals to determine a successful bid and to make a subsequent award. It is the intent of the I.T. and the Purchasing Department to make an award by the beginning of the new fiscal year. In the interim, Jaguar's services are being utilized in order to continue these needed professional services.

Date: January 23, 2008
From: Rosie Whitehead Department/Agency: Mental Health
To: Board of Supervisors
Via: Purchasing Agent
Subject: Single Source Procurement

The below information is provided in support of my Department requesting approval for a single source. Outside of a duly declared emergency, the time to develop a statement of work or specifications is not in itself justification for sole source.

Supply/Service being requested:
Service Level Agreement for Network Admin Support/Services

Supplier being requested:
Jaguar Computer Systems

Alternative supplies that can or might be able to provide supply/service:
This contract/SLA was normally done thru the Award vendor list, of which Jaguar computer services (not Jaguar GST), was on. We needed, and had worked out a full year SLA with scope of services, Etc. With the 5 year cycle of re- quoting for the Award vendor list (purchasing initiated this), the year length contract ended up being broken down into 3 month "extensions" for the vendor (the extensions were given and approved by purchasing). The extensions kept coming as the time for completing the award vendor list kept being delayed (by purchasing). We have this contracted professional working with many M.H. technologies, systems, and configurations and completion. These tasks would be severely impacted if we were to go to another service.

Extent of market search conducted:
Jaguar is on the county Award vendor list. Mental Health has extensive experience and high level of satisfaction with this vendor.

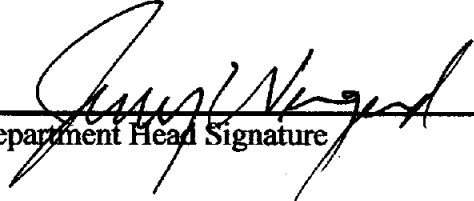
Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:
Depth of Knowledge and History with Dept concerning critical need Items currently in work

Reasons why my department requires these unique features and what benefit will accrue to the county:
Dept is in process of Network Infrastructure upgrade, O.S., Apps and Enterprise level services are being improved, upgraded, and migrated for overall improvement in productivity, security, and Connectivity.

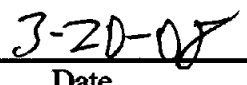
Price Reasonableness:

Jaguar has always provided quality services for cost effective results.

Does moving forward on this product or service further obligate the county to future similar contractual arrangements? No




Department Head Signature



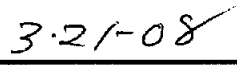
Date

Purchasing Department Comments

Approve Approve with Condition/s Disapprove



Purchasing Agent



Date