

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

702



**FROM:** Community Health Agency/Department of Animal Services

**SUBMITTAL DATE:**  
July 26, 2011

**SUBJECT:** Ratify the Sole Source annual renewal of Chameleon support & maintenance, components and licenses from HLP, Inc. for the County of Riverside Department of Animal Services

**RECOMMENDED MOTION:** That the Board of Supervisors:

- 1) Authorize the Purchasing Agent to procure the annual renewal of Chameleon/Case Management System (CMS) unlimited support & maintenance, for the period of June 1, 2011 through May 31, 2012, in the amount of \$24,000.00; and
- 2) Authorize the Purchasing Agent to procure the annual renewal of Certified Data Connection/Violation Table support & maintenance component, for the period of June 1, 2011 through May 31, 2012, in the amount of \$960.00; and
- 3) Authorize the Purchasing Agent to procure the annual renewal of Web Licensing/Web Donation for Public Access support & maintenance component, prorated March 1, 2012 through May, 31, 2012, in the amount of \$640.00.

**BACKGROUND:** (CONTINUED page 2)

RM:nd

Robert Miller, Director  
Department of Animal Services

**FINANCIAL DATA**

Current F.Y. Total Cost:	\$ 28,000	In Current Year Budget:	Yes
Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
Annual Net County Cost:	\$ 0	For Fiscal Year:	11/12

**SOURCE OF FUNDS:** 100% Department Budget

Positions To Be Deleted Per A-30	<input type="checkbox"/>
Requires 4/5 Vote	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:** APPROVE

BY:   
Debra Cournoyer

**County Executive Office Signature**

- Policy
- Consent
- Policy
- Consent

Prev. Agn. Ref.:

District: All

Agenda Number:

ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD

**3.11**

Departmental Concurrence

Purchasing: Mark Seiler, Assistant Director

Dept's Recomm.:  
Per Exec. Ofc.:

**FORM 11**

**SUBJECT:** Ratify the Sole Source annual renewal of Chameleon support & maintenance, components and licenses from HLP, Inc. for the County of Riverside Department of Animal Services

**Page 2 of 2**

**BACKGROUND (Continued):** HLP, Inc. is the sole source proprietary company selling Chameleon software; which is an integrated shelter software case management system for the entire animal care facility needs. It was developed to help manage and track all data on animals coming into the shelters. The initial database was purchased back on April 16, 2002 for the Department of Animal Services (DAS). DAS has been using the basic software and its components to store all of the departmental animal records as well as the pet licenses; both new and renewals, that the public can access on-line. Recent revenues have increased by allowing the Web application to process credit card payments on-line as well. Chameleon is the standard by which animal control, humane society and the Society for the Prevention of Cruelty to Animals (SPCA) utilize throughout the United States.

**PRICE REASONABLENESS:** If DAS were investing in another software tracking system, along with the cost factor, it would require moving all of the department records, history, and retraining of department staff. The financial annual renewal impact is equivalent to what other counties were quoted.

**PERIOD OF PERFORMANCE:** June 1, 2011 to May 31, 2012, with optional four additional years of Sole Source purchases based on the availability of department's operating budget.

**Date:** July 26, 2011

**From:** Robert Miller, Director **Department:** Animal Services

**To:** Board of Supervisors

**Via:** Purchasing Agent

**Subject:** Sole Source Procurement – **Purchase of annual renewals of Chameleon support & maintenance, components and licenses from HLP, Inc.**

The below information is provided in support of my Department requesting approval for a sole 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: **Purchase annual renewals of Chameleon/Case Management System (CMS), Certified Data Connection/Violation Table and Web Licensing/Web Donation for Public Access support & maintenances.**

Supplier being requested: **HLP, Inc.**

Alternative suppliers that can or might be able to provide supply/service: **None. HLP holds the patent on the software program Chameleon that all components listed above run off of.**

Extent of market search conducted: **Internet, speaking with other I.T. software vendors**

Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide: **HLP, Inc. is the sole source proprietary company selling Chameleon software; which is an integrated shelter software case management system for the entire animal care facility needs. It was developed to help manage and track all data on animals coming into the shelters.**

Reasons why my department requires these unique features and what benefit will accrue to the county: **The initial database was purchased back on April 16, 2002 and DAS has been using the basic software and its components to store all of the departmental animal records as well as the pet licenses; both new and renewals, that the public can access on-line. Recent revenues have increased by allowing the Web application to process credit card payments on-line as well. Chameleon is the standard by which animal control, humane society and the Society for the Prevention of Cruelty to Animals (SPCA) utilize throughout the United States.**

Price Reasonableness: **If DAS were investing in another software tracking system, along with the cost factor, it would require moving all of the department records, history, and retraining of department staff. The financial annual renewal impact is equivalent to what other counties were quoted.** *STATE/local Gov. Pricing*

Period of Performance: **June 1, 2011 to May 31, 2012, with optional four additional years of Sole Source purchases based on the availability of department's operating budget.**

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

*Glenn P. Mill* 7-19-11  
Department Head Signature Date

Purchasing Department Comments:

Approve Approve with Condition/s Disapprove  
*[Signature]* 8-2-11  
Purchasing Agent Date