

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

158



FROM: Human Resources Department

SUBMITTAL DATE:
February 28, 2011

SUBJECT: Wellsource, Inc. Software Maintenance Agreement

RECOMMENDED MOTION: That the Board of Supervisors 1) approve the Sole Source Justification with Wellsource, Inc (Attachment A); 2) approve the Addendum to the existing maintenance agreement with Wellsource, Inc. (Attachment B); 3) direct the Auditor-Controller to make the budget adjustments shown on Schedule A; and 4) authorize the Chairperson to sign four (4) copies of the attached Agenda and; 3) retain one (1) copy of the signed amendments and return three (3) copies to Human Resources for distribution.

BACKGROUND: On November 28, 2006 the Human Resources Department entered into a Software Maintenance Agreement with Wellsource, Inc. for the use of Health Risk Assessments to be used within the Wellness Program. Human Resources is requesting funding in the amount of \$70,000 for the continued use of Wellsource, Inc. Products to include the Wellsuite Online Portal Licenses and Paper Personal Wellness Profile Health Risk Assessments to support both the Law Enforcement Management Unit Wellness Program and the Optimal Health & Wellness Program.

Barbara A. Olivier
Barbara A. Olivier
Asst. County Executive Officer/Human Resources Dir.

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 70,000	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$ N/A	Budget Adjustment:	Yes
	Annual Net County Cost:	\$ N/A	For Fiscal Year:	2010/11

SOURCE OF FUNDS: Occupational Health and Wellness fund	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input checked="" type="checkbox"/>

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

BY: *Elizabeth J. Olson*
Elizabeth J. Olson

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Buster, seconded by Supervisor Stone and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Buster, Stone, Benoit and Ashley
Nays: None
Absent: Tavaglione
Date: March 15, 2011
xc: HR, Purchasing, Auditor, EO

Kecia Harper-Ihem
Clerk of the Board
By: *[Signature]*
Deputy

Prev. Agn. Ref.: | **District:** ALL | **Agenda Number:** **3.30**

ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD

Purchasing: *Bill Comett*
 Billy Comett, Purchasing Manager
 Departmental Concurrence
 FISCAL PROCEDURES APPROVED
 PAUL ANGULO, CPA, AUDITOR-CONTROLLER
 BY: *Samuel Wong* 3/3/11
 SAMUEL WONG
 Policy Policy
 Consent Consent
 Dep't Recomm.:
 Per Exec. Ofc.:

In 2006, the Wellsource, Inc. Wellsuite Health Risk Assessment Tool, was purchased to provide a Health Risk Assessment to the County of Riverside, Human Resources Wellness Program under the guidance of Dr. Dave Williams. Wellsource, Inc. was selected because they were determined to be the industry leader of health risk assessment tools. Between 2006 and 2009 wellness participants completed 298 health risk assessments.

In Fiscal Year 2008/09 the Law Enforcement Management Unit Wellness Program was implemented and approved by the Board of Supervisors. Since its inception 180 Health Risk Assessments have been completed.

In 2010, the Board of Supervisors approved the implementation of the new Optimal Health & Wellness Program. Human Resources worked with Aon Consulting, who recommended to continue use of the Wellsource, Inc. Health Risk Assessment in lieu of a seeking a new Health Risk Assessment Tool. The Purchasing Agent assigned to Human Resources agreed with Aon's findings.

Benefit Calendar Year 2010 was considered a pilot year for this new program; however, an astounding number of County employees embraced the program resulting in the completion of 1,617 health risk assessments. By the end of 2010 Human Resources was approaching the authorized purchase cap of \$100,000.

For Benefit Calendar Year 2011 the interest in the Optimal Health & Wellness Program has skyrocketed, resulting in the completion of 1,102 health risk assessments in the first two months of the program. This level of program growth requires the purchase of additional user licenses for the Wellsource, Inc. Wellsuite Online Wellness Portal as participation levels are expected to double in 2011 and very possibly triple, based on the continuing demand for wellness services.

Schedule "A"

	Fund-Dept ID-Acct.	Account Description	Amount
Human Resources			
Occupational Health & Wellness			
Increase Appropriation Authority:	46120-1132900000-521640	Maint. Software	70,000
	Total		<u><u>\$70,000</u></u>
Increase Estimated Revenue	46120-1132900000-774500	Health Services	70,000
	Total		<u><u>\$70,000</u></u>

Date: February 28, 2011

From: Barbara Olivier, Assistant County Executive Officer; Human Resources Director

To: Board of Supervisors/Purchasing Agent

Via: Purchasing Agent

Subject: Sole Source Procurement; Request for funding in the amount of \$70,000 for the continued use of Wellsource, Inc. Products to include the Wellsuite Online Portal Licenses and Paper Personal Wellness Profile Health Risk Assessments to support both the Law Enforcement Management Unit (LEMU) Wellness Program and the Optimal Health & Wellness Program (OHWP).

This 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:** Continued use of the Wellsource, Inc. Wellsuite Online Wellness Portal and the Personal Wellness Profile Health Risk Assessments.

Supplier being requested: Wellsource, Inc.

Alternative suppliers that can or might be able to provide supply/service: There are many suppliers of health risk assessment tools from the Mayo Clinic, Convergence Health, Individual Health Plans or our current vendor Wellsource, Inc.

Extent of market search conducted: In 2006 Wellsource, Inc. was selected to provide a Health Risk Assessment tool because it has been an industry leader in Health Risk Assessments for 30 years. Wellsource, Inc. started providing the Health Risk Assessment tool for the Law Enforcement Management Unit in 2008. In 2009 Human Resources worked with Aon Consulting to create the Optimal Health & Wellness Program and during the market research phase it was determined continued use of the Wellsource, Inc Health Risk Assessment Tool was the most cost effective means of delivering a health risk assessment to this program.

Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide: The Wellsuite Online Wellness Portal provides the following benefits in a comprehensive suite of online tools.

- | | |
|--|---|
| ○ Online and Paper Personal Wellness Profile Health Risk Assessments | ○ Physical Activity Tracking |
| ○ A comprehensive 20 page Personal Wellness Profile Report | ○ Healthy Eating Tracking |
| ○ Comprehensive Health Library | ○ Workout Plans |
| ○ Monthly Health Challenges | ○ Behavior Change Modules based on Risk |
| ○ A 'Next Steps Program' | ○ Score Ability to set-up an Accountability Partner or work with a Wellness Coach from the Wellness Program |
| ○ Healthy Living Guideline Videos | |
| ○ Quarterly Articles and Challenges | |
| ○ Online Wellness Center – similar to WebMD | |

Reasons why my department requires these unique features and what benefit will accrue to the county: Moving to a new vendor will compromise the County's ability to capture historical risk stratification data that is used to validate the effectiveness of the program.

The comprehensive suite of wellness tools offered by Wellsource, Inc. is unmatched in the Health Risk Assessment industry but more importantly the Wellsuite Online Wellness Portal allows the County of Riverside to customize this portal incorporating many of our internal wellness offerings within the portal saving the County both time and money by streamlining many of the Health Risk Assessment features that were processed manually in 2010. For those County Employees that do not have access to a computer either at home or work Wellsource, Inc. offers a manual Personal Wellness Profile Health Risk Assessment that can be uploaded directly into the Wellsuite Online Wellness Portal and a manual report can be generated and provided to those employees by the Wellness Program.

Price Reasonableness: The yearly Wellsource Portal License is \$5,995. The price per user license is \$10.00 per employee. Yearly funding is provided by each of the three Medical Health Plans to support the Wellness Program efforts.

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


Period of Performance: January 2010 through December 2010, renewable yearly.

(Provide a defined period of performance. Please note multi-year terms require Board approval, unless renewable in one year increments and the Purchasing Agent approves the terms.)



Department Head Signature Date

Purchasing Department Comments:

Approve Approve with Condition/s Disapprove


Purchasing Agent 3-2-11
Date



Account Number: 12780
 Quote Number: 022811MM
 Quote Date: 2/28/2011
 Quote Valid to: 11/1/2011

Wellsource, Inc.

15431 SE 82nd Drive, Portland OR 97015
 Toll Free: 800-533-9355 Local: 503-656-7446
 Fax: 503-650-0880 website: www.wellsource.com

Bill To:

County of Riverside
 Anna Pudelek
 3600 Lime St. Building 1, 113
 Riverside, Ca. 92501
 949 364-2440

Wellsource Contact:

Maurice McDavid
 503-557-9523
mmcdavid@wellsource.com

Ship To:

TBD

Main Phone #

Main Fax #

Wellsource WellSuite® Advantage Online System Package

Product	Description	Qty	Each Price	Annual Price
OL-WPA-015	Personal Wellness Profile™ Advantage Online Annual License Fee <i>includes: WellSuite III portal with one Vertical Enterprise Unit* and WellSuite® Explorer data upload capability. New customer training and technical support included during the term of the license.</i>	0	\$ 5,995.00	\$ -
OL-WPA-100	One time WellSuite III site deployment fee. <i>Please allow 45 - 60 days for site set-up and configuration of the PWP Advantage online and other health tools.</i>	0	\$ 350.00	\$ -
CU-SFT-100	Custom Additional Questions-Up to 15 Questions (Must comply with AdditioanlQuestions guidelines.)	0	\$ 250.00	\$ -
OL-WPA-VEU	Additional Vertical Enterprise Units (VEUs)*	0	\$ 350.00	\$ -
CU-SFT-100	Single Sign-On (SSO): Optional SAML SSO Provides capability to pass participant registration directly from client's own website.	0	\$ 1,995.00	\$ -
Wellsuite Online Health Tools:		QTY	Each price	Annual Price
OL-WPA-015 U	PWP™ Advantage Online Health Risk Assessments (per participant per year)	?		Included
OL-SHL-110	Guide to Healthy Living™ DVD streaming video	?	N/C	Included
OL-WHS-SHW	Online Behavioral Modification Programs <i>by SelfHelpWorks</i>	?		Included
OL-ATM-018	Health Activity Tracker™ Online health activity tracking and incentive program.	?		Included
OL-WNN-001	WellNotes® Monthly electronic newsletter	?		Included
OL-WLC-500	Online Wellness Center™ Online wellness library	?		Included
OL-WPA-110	WellSuite® Bundle (Total Solution)	?	\$ 10.00	Dependent on number of licenses used
QU-WPA-328-NF	PWP™ Advantage Paper Questionnaires	0	\$ 1.00	
	Subtotal			\$ -
	Shipping - Paper Questionnaires	0		\$ -
	Annual Investment Total			\$ -

* Vertical Enterprise Unit (VEU) allows you to uniquely identify a group and assign programs specific to that group.

Customer Acceptance: I approve completion and payment of the order as listed above, and acknowledge that the terms listed below will apply to this transaction. If annual license allotment is exceeded (aka overage), the overage fees will be billed at \$ ___ per assessment up to ___ assessments in the contract year.

Payment Terms: Credit card, copy of check or Purchase Order made out to Wellsource, Inc is required to execute this agreement.

Please Complete Billing and Deployment Information

PLEASE REVIEW THE FOLLOWING DOCUMENTS AND CHECK THE ACKNOWLEDGEMENT BOX BEFORE SIGNING:

[WellSuite III Systems Requirements](#)

I have read and agree to the documents above.

Customer Signature: _____ Date: _____

Before our deployment process can begin we require that you provide us a preferred url address. If this address is not available we will contact you. If you do not provide a url name with your executed quote Wellsource will assign a url based on your company name shown in the quote. Wellsource reserves the right to charge \$150.00 if you require a change in the assigned url name.

Preferred

Customer Site <https://wellsuite.com/> _____ [/productcode/](#)

Insert site name above

Purchase Order # _____ Date: _____

Credit Card # _____ Expiration: _____

Terms & Conditions

The following terms apply to online products and services only:

Annual Licensing Fee: Covers software development and support costs. Includes a logo and header banner identifying your organization (excluding flash introductions). Entitles Licensee to updates while the license or extensions thereof are in effect. Wellsource reserves the right to review pricing at the end of the initial contract period. Includes unlimited Wellsource technical support and product updates.

Non Disclosure Agreement: The information contained in this document is intended only for the person or entity to which it is addressed and contains confidential, proprietary, and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of, any action in reliance upon this information by persons or entities other than the intended recipient is prohibited.

Online Annual License Fee covers covers: cost of web servers, secure Internet connections, 128 encryption security, secure socket, 24/7 web hosting fees and staffing to maintain and oversee website installation and operation on Wellsource servers.

Multiple-Year Contracts: The pricing listed above is based on a three year (36 month) contract commitment. You may terminate your contract at the end of the first 12-month period, upon sixty (60) days advance written notice to Wellsource. However, terminating your contract prior to the end of the multiple-year term will result in a termination fee of \$8,200 (equal to payment of the \$4,100 year two and year three online license fee).

The following terms apply to both online and desktop products:

Customization and Reporting Fees: If software customization or development consulting services are required beyond routine technical support, Wellsource may provide such assistance at an hourly rate of \$250. Non-automated database reporting and data transmission requests will be performed for an hourly fee of \$150.

Licensing: Pricing proposal assumes acceptance of the standard Wellsource terms and conditions regarding use of its systems.

Shipping: Customer is responsible for all applicable shipping charges, regardless of whether specifically stated on this quote, or added to the invoice.

Terms of Payment: Payment can be made by providing a check or using a major credit card (VISA, MC, AMEX OR DISCOVER), . Orders can be placed by signing this quotation and returning it with payment (or copy of check) . Clients with pre approved credit can provide a purchase order number. INTERNATIONAL ORDERS MUST BE 100% PREPAID. For rush orders using a major credit card or valid PO number, use our fax number, (503) 650-0880, or call the order desk at (800) 533-9355, ext 275. Above pricing may not include applicable sales tax or shipping charges (added to the invoice). Sales tax will be collected on orders shipped to CA, WA and FL. Credit terms are net 15 days. Accounts past 30 days are subject to a 1.5% per month service charge. Custom programming and custom printing orders require a 50% deposit before beginning project. NO PRODUCT, OR ONLINE DEPLOYMENT, WILL BE INITIATED BEFORE RECEIPT OF 50% MINIMUM DEPOSIT unless otherwise noted.

Wellsource Internal Use Only

Ship Date: _____ Expected Delivery: _____

Ship Method: _____ Approvals: _____

Special Requests: _____

This addendum (Attachment "B") to the maintenance agreement with Wellsource, Inc. shall not be binding or consummated until its approval by the Board of Supervisors for the County of Riverside.

COUNTY OF RIVERSIDE

By Bob Buster
Bob Buster, Chairman
Board of Supervisors

Date October 5, 2011

CONTRACTOR

Wellsource, Inc.,
15431 SE 82nd Drive
Portland, OR 97015

By Heather Tourville
Heather Tourville
Chief Operating Officer

Date 9-27-11

ATTEST: COUNTY OF RIVERSIDE

Kecia Harper-Ihem
Clerk of the Board

By Kecia Harper-Ihem, deputy

Date October 5, 2011