

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

401



FROM: Department of Public Social Services

SUBMITTAL DATE:

November 6, 2014

SUBJECT: Purchase of Gartner Inc. Information Technology Research subscriptions, without seeking competitive bids, over four years; Districts - All; [\$200,900 total]; [\$50,225 annually]; Federal Funding: 52.42% State Funding: 24.89%; County Funding: 2.40%; Realignment Funding: 19.75%; Other Funding: 0.54%

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the purchase of Gartner Information Technology Research subscriptions with Gartner, Inc. through the County Ventura, upon execution through April 30, 2015, with the option renew for three additional one year periods, for an amount not to exceed \$50,225, without seeking competitive bids
2. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, to exercise renewal options, based on the availability of fiscal funding, that do not exceed 10% annually.

BACKGROUND:

Summary (Continued on Page 2)

Susan von Zubern

Susan von Zubern
Director

| FINANCIAL DATA | Current Fiscal Year: | Next Fiscal Year: | Total Cost: | Ongoing Cost: | POLICY/CONSENT (per Exec. Office) |
|------------------------|----------------------|-------------------|-------------|---------------|-----------------------------------------------------------------------------|
| COST | \$ 50,225 | \$ 50,225 | \$ 200,900 | \$ | Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/> |
| NET COUNTY COST | \$ 1,205 | \$ 1,205 | \$ 4,822 | \$ | |

SOURCE OF FUNDS: Federal Funding: 52.42% State Funding: 24.89%;
County Funding: 2.40%; Realignment Funding: 19.75%; Other Funding: 0.54%

Budget Adjustment: No

For Fiscal Year: 14/15 - 17/18

C.E.O. RECOMMENDATION:

APPROVE

BY: *Jennifer L. Sargent*
Jennifer L. Sargent

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Benoit, seconded by Supervisor Ashley and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Benoit and Ashley

Nays: None

Absent: None

Date: December 2, 2014

xc: DPSS, Purchasing

Kecia Harper-Ihem
Clerk of the Board

By: *[Signature]*
Deputy

Prev. Agn. Ref.: 3.43, 4/23/13

District: All

Agenda Number:

3-11

RCIT: *[Signature]*
Christopher M. Hans, CIO
Departmental Concurrence

PURCHASING &
FLEET SERVICES: *[Signature]*
Lisa Brandt, Director

☐ A-30 ☐ Positions Added ☐ Change Order ☐ 4/5 Vote

SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: Purchase of Gartner Inc. Information Technology Research subscriptions, without seeking competitive bids , over four years; Districts - All; [\$200,900 total]; [\$50,225 annually]; Federal Funding: 52.42% State Funding: 24.89%; County Funding: 2.40%; Realignment Funding: 19.75%; Other Funding: 0.54%

DATE: November 6, 2014

PAGE: Page 2 of 2

BACKGROUND:

Summary (continued)

Gartner Inc, provides industry technical experts that assist organizations to make effective decisions and selections regarding information technology.

In the fall of 2003, the County of Ventura, on behalf of the California County Information Services Directors Association (CCISDA) went out to RFP for industry research firms. This was done in an effort to get better volume pricing through a co-operative government purchasing vehicle. A contract was awarded to Gartner in May 2004 and is intended for City, County and other local entities. The County has taken advantage of this contract to realize lower pricing. The contract award was renewed by the County of Ventura for the period May 1, 2014 through April 30, 2015 and thereafter renews annually.

Seventy-nine public entities are currently using the County of Ventura's contract. Ventura charges a 2.5% administration fee to utilize their agreement.

DPSS is requesting to add a "Gartner for Technical Professionals" license to its existing Gartner subscription. This license adds access for up to 20 users to "Gartner for Technical Professional" research and advisory services. Each licensed seat holder will have unmetered access to research and analyst inquiry support, and reference architecture materials for security and risk management, infrastructure and operations, application development, content and collaboration, and data management.

Impact on Residents and Businesses

These services will improve DPSS' services to residents of Riverside County by improving the quality of its technical support.

SUPPLEMENTAL:

Contract History and Price Reasonableness

The Board of Supervisors approved the purchase of two Gartner licenses on April 23, 2013 (agenda item 3.43).

The pricing available through the County of Ventura's contract represents a 7% discount off of Gartner's retail pricing.

SvZ:bt

Date: June 30, 2014

From: Susan von Zabern, Director of the Department of Public Social Services

To: Board of Supervisors/Purchasing Agent

Via: Purchasing Agent

Subject: Sole Source Procurement; Request for Gartner Information Technology Research subscriptions

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 a sole source.

1. **Supply/Service being requested:** Gartner Information Technology Research subscriptions
2. **Supplier being requested:** Gartner Inc via the County of Ventura
3. **Alternative suppliers that can or might be able to provide supply/service:** None
4. **Extent of market search conducted:** Internet research to look for co-op agreements
5. **Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:**
Gartner industry technical experts that assist organizations make effective decisions and selections. The County of Ventura has negotiated an agreement with Gartner, Inc that includes purchase options that Gartner no longer offers through any other source, specifically the "Core Research – Advisor" subscription. Additionally, Ventura has negotiated a discount with Gartner of 7.0% off retail pricing.
6. **Reasons why my department requires these unique features and what benefit will accrue to the county:** Gartner provides us with a source for independent market research, benchmarking for IT performance, contract review, and peer networking to help us make valid business decisions.
7. **Price Reasonableness including purchase price and any ongoing maintenance or ancillary costs from the supplier:**
The price through the County of Ventura agreement represents a 7% discount of retail pricing. The price is \$49,000 annually which is a \$3,400 savings off retail.

(Note: Ventura charges a 2.5% administrative fee, bringing the purchase price to \$50,225.)
8. **Does moving forward on this product or service further obligate the county to future similar contractual arrangements or any ongoing costs affiliated with this sole source? (Maintenance, support, or upgrades, if so, please explain).** No, this is annually renewable purchase.

9. **Period of Performance:** Upon execution – April 30, 2014 with 3 one-year renewal options (this runs concurrently with two licenses DPSS already owns).

Susan von Zabein 7/14/14
Department Head Signature Date

Purchasing Department Comments:

Approve

Approve with Condition/s

Disapprove

Not to exceed: \$ 4900 One time ☒ Annual Amount through 6-30-2017

M. J. K. 7-17-14 15-099
Purchasing Agent Date Approval Number
(Reference on Purchasing Documents)



RIVERSIDE COUNTY INFORMATION TECHNOLOGY PROCUREMENT FORM
To be completed for all departmental purchases of IT systems, services or renewals

PR2014-01666

Tracking Number for
Internal Use Only

| | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| REQUESTED PURCHASE: GARTNER INC - TECHNICAL PROFESSIONALS ADVISOR LICENSE | |
| DEPARTMENT/AGENCY: DPSS | |
| CONTACT NAME/PHONE: KELLEEN CASTER 87918 | |
| PURCHASE REQUEST: <input type="checkbox"/> NEW EQUIPMENT/SERVICES <input checked="" type="checkbox"/> UPGRADE <input type="checkbox"/> REPLACEMENT | |
| PURCHASE TYPE: <input checked="" type="checkbox"/> PROFESSIONAL SERVICES <input type="checkbox"/> SOFTWARE <input type="checkbox"/> HARDWARE <input type="checkbox"/> RENEWAL | |
| DESCRIBE REQUESTED PURCHASE | <p>DPSS is requesting to add a "Gartner for Technical Professionals" license to its existing Gartner subscription. This license adds access for up to 20 users to "Gartner for Technical Professional" research and advisory services. Each licensed seat holder will have unmetered access to research and analyst inquiry support, and reference architecture materials for security and risk management, infrastructure and operations, application development, content and collaboration, and data management.</p> <p>This request includes 3 one-year renewal options.</p> <p>Subscriptions are purchases through a County of Ventura contract.</p> <p>This is a service that will have not impact on Converged Network Project.</p> <p>DPSS' original Gartner Purchase was approved by the Board 4/23/13 (agenda # 3.43).</p> |
| BUSINESS NEEDS ADDRESSED | <p>DPSS needs a source of independent research on IT related subjects. Gartner provides a source for product research, benchmarking metrics, contract review, and peer networking to assist in making valid business decisions.</p> <p>Without independent research it is more difficult to validate the vendor recommendations and proposals, which might lead us make wrong or inefficient decisions.</p> |
| ARE THERE ANY OTHER COUNTY SYSTEMS THAT PROVIDE THE SAME FUNCTIONALITY? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> UNKNOWN | |
| BUSINESS CRITICALITY <input checked="" type="checkbox"/> Run the business <input type="checkbox"/> Grow the business <input checked="" type="checkbox"/> Transform the business | BUSINESS IMPACT (SELECT ALL THAT APPLY) <input checked="" type="checkbox"/> Support current operations <input checked="" type="checkbox"/> Reduce Expenses <input checked="" type="checkbox"/> Improve Customer Service <input checked="" type="checkbox"/> Improve Operational Efficiencies |
| BUSINESS RISKS | <p>Financial: Without access to independent research, we may not be able to make the most informed procurement decisions, leading to misallocated financial resources.</p> <p>Operational: Without proper research, we may implement incorrect policies and procedures, leading to operational inefficiencies.</p> <p>Customer: Operational inefficiencies will adversely affect the quality of service delivered to the residents of the County.</p> |
| ALTERNATIVE SOLUTIONS | <p>1. [Solution] 2. [Solution] 3. [Solution]</p> |

County of Riverside



RIVERSIDE COUNTY INFORMATION TECHNOLOGY PROCUREMENT FORM
To be completed for all departmental purchases of IT systems, services or renewals

Tracking Number for
Internal Use Only

| | | | |
|-----------------------|---------------------------------------------------|-----------------------------------------|--------------------|
| TRANSACTION | <input checked="" type="checkbox"/> Cash Purchase | <input type="checkbox"/> Lease Purchase | Lease Years: _____ |
| PURCHASE COSTS | | COST BENEFIT ANALYSIS | |
| Hardware: \$ | | ALTERNATIVE STATUS QUO | ALTERNATIVE |
| Software: \$ | | Current Annual Cost | |
| Labor: \$50,225 | | Ongoing Annual Cost | |
| TOTAL COST: \$50,225 | | Annual Cost Savings | |
| | | Net Annual Savings | |
| | | Project Implementation Cost | |
| | | Project Payback Period? yrs | |

Department Head Signature:

Susan von Zubern

Date:

7/14/14

RCIT RECOMMENDATION – for purchases and renewals under \$100,000

Recommended: ☒ Yes ☐ No (Non-recommended requests submit to TSOC)

By:

[Signature]
Chief Information Officer Signature:

RCIT - APPROVED

Date:

8/28/14

Date:

11/17/14

RCIT explanation for non-recommended requests:

TSOC RECOMMENDATION: for purchases and renewals over \$100,000 and RCIT non-recommended purchases or renewals

Recommended: ☐ Yes ☐ No (In no, provide explanation below)

TSOC Chair Signature:

Date:

TSOC explanation for denied requests:

**Riverside County Board of Supervisors
Request to Speak**

Submit request to Clerk of Board (right of podium),
Speakers are entitled to three (3) minutes, subject
to Board Rules listed on the reverse side of this form.

SPEAKER'S NAME: Paul Jacobs

Address: _____
(only if follow-up mail response requested)

City: Temecula **Zip:** _____

Phone #: _____

Date: 12/2/14 **Agenda #** 3-11/3-12

PLEASE STATE YOUR POSITION BELOW:

Position on "Regular" (non-appealed) Agenda Item:

_____ **Support** _____ **Oppose** _____ **Neutral**

Note: If you are here for an agenda item that is filed
for "Appeal", please state separately your position on
the appeal below:

_____ **Support** _____ **Oppose** _____ **Neutral**

I give my 3 minutes to: _____

BOARD RULES

Requests to Address Board on "Agenda" Items:

You may request to be heard on a published agenda item. Requests to be heard must be submitted to the Clerk of the Board before the scheduled meeting time.

Requests to Address Board on items that are "NOT" on the Agenda:

Notwithstanding any other provisions of these rules, member of the public shall have the right to address the Board during the mid-morning "Oral Communications" segment of the published agenda. Said purpose for address must pertain to issues which are under the direct jurisdiction of the Board of Supervisors. **YOUR TIME WILL BE LIMITED TO THREE (3) MINUTES.**

Power Point Presentations/Printed Material:

Speakers who intend to conduct a formalized Power Point presentation or provide printed material must notify the Clerk of the Board's Office by 12 noon on the Monday preceding the Tuesday Board meeting, insuring that the Clerk's Office has sufficient copies of all printed materials and at least one (1) copy of the Power Point CD. Copies of printed material given to the Clerk (by Monday noon deadline) will be provided to each Supervisor. If you have the need to use the overhead "Elmo" projector at the Board meeting, please insure your material is clear and with proper contrast, notifying the Clerk well ahead of the meeting, of your intent to use the Elmo.

Individual Speaker Limits:

Individual speakers are limited to a maximum of three (3) minutes. Please step up to the podium when the Chairman calls your name and begin speaking immediately. Pull the microphone to your mouth so that the Board, audience, and audio recording system hear you clearly. Once you start speaking, the "green" podium light will light. The "yellow" light will come on when you have one (1) minute remaining. When you have 30 seconds remaining, the "yellow" light will begin flash, indicating you must quickly wrap up your comments. Your time is up when the "red" light flashes. The Chairman adheres to a strict three (3) minutes per speaker. ***Note: If you intend to give your time to a "Group/Organized Presentation", please state so clearly at the very bottom of the reverse side of this form.***

Group/Organized Presentations:

Group/organized presentations with more than one (1) speaker will be limited to nine (9) minutes at the Chairman's discretion. The organizer of the presentation will automatically receive the first three (3) minutes, with the remaining six (6) minutes relinquished by other speakers, as requested by them on a completed "Request to Speak" form, and clearly indicated at the front bottom of the form.

Addressing the Board & Acknowledgement by Chairman:

The Chairman will determine what order the speakers will address the Board, and will call on all speakers in pairs. The first speaker should immediately step to the podium and begin addressing the Board. The second speaker should take up a position in one of the chamber aisles in order to quickly step up to the podium after the preceding speaker. This is to afford an efficient and timely Board meeting, giving all attendees the opportunity to make their case. Speakers are prohibited from making personal attacks, and/or using coarse, crude, profane or vulgar language while speaking to the Board members, staff, the general public and/or meeting participants. Such behavior, at the discretion of the Board Chairman may result in removal from the Board Chambers by Sheriff Deputies.