

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

219



**FROM:** Department of Mental Health

**SUBMITTAL DATE:**

June 16, 2015

**SUBJECT:** Approve the purchase of Software Licenses and the Annual Maintenance with IBM for 5 years, without securing competitive bids. (District: All); [\$169,663 total], [\$25,000 ongoing]; Federal Funds 30%, State Funds 70%

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

1. Approve and authorize the Purchasing Agent to purchase 12 Social Sciences (SPSS) Licenses for a one-time cost of \$50,784 and the annual maintenance with IBM for four additional years for an annual amount of \$18,879; and
2. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, based on the availability of fiscal funding, to increase or decrease the annual maintenance that do not exceed \$25,000 annually and authorize amendments that do not change the substantive terms of the scope through June 30, 2019.

(Continued on page 2)

JW:CL

*Jerry Wengert*  
Jerry Wengert, Director  
Department of Mental Health

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
<b>COST</b>	\$ 50,784	\$ 18,879	\$ 169,663	\$ 25,000	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0	<input type="checkbox"/>
<b>SOURCE OF FUNDS:</b> Federal 30%, State 70%				<b>Budget Adjustment:</b> NO	
				<b>For Fiscal Year:</b> 14/15 – 18/19	

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

County Executive Office Signature

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

**MINUTES OF THE BOARD OF SUPERVISORS**

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

Ayes: Jeffries, Tavaglione, Washington, Benoit and Ashley  
Nays: None  
Absent: None  
Date: June 16, 2015  
xc: Mental Health, Purchasing

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

Prev. Agn. Ref.:

District: All

Agenda Number:

**3-35**

FORM APPROVED COUNTY COUNSEL  
 PURCHASING & FLEET SERVICES  
 Lisa Brandl, Director  
 GREGORY P. PRIAMOS  
 DATE 6/15  
 Departmental Concurrence

A-30  
 Positions Added  
 4/5 Vote  
 Change Order

Date: March 19, 2015

From: Maria Mabey, Assistant Director

Department: Riverside County Department of Mental Health

To: Board of Supervisors

Via: Carl Lofton, Administrative Services Analyst II, Department of Mental Health

Subject: Sole Source Procurement; Request to purchase Statistical Package for the Social Sciences (SPSS) Licenses

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:** Sole source approval for the purchase of SPSS licenses for the Riverside County Department of Mental Health's (RCDMH) Research and Evaluation Unit. Department of Mental Health currently has a Sole Source Justification 14-532, valid through 6/30/2018, with this vendor for on-going maintenance fees for previously purchased licenses.

**Supplier being requested:** International Business Machines (IBM)

**Alternative suppliers that can or might be able to provide supply/service:** There are no other suppliers with compatible software to accommodate the existing system utilized by RCDMH.

**Extent of market search conducted:** Internet search and discussion with staff.

**Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:** The software provides the method to immediately analyze data maintained in the RCDMH client management system. Data on client demographic characteristics (ie: age, DOB, gender, ethnicity, legal status, etc) and elements of program services and outcomes are analyzed in SPSS to meet unique state and grant funded program reporting requirement formats.

**Reasons why my department requires these unique features and what benefit will accrue to the county:** The Research and Evaluation Unit is responsible for an existing web-based application which requires that SPSS be used to analyze outcome data collected in that web-based system. The Research and Evaluation unit completes multiple outcome reports for MHSA funded programs and grant funded programs that require outcomes analysis that is completed using the SPSS software. The Preschool 0-5 grant funded mental health initiative requires the web-based data to be analyzed with SPSS to meet outcome reporting requirements. The Research and Evaluation unit uses the software exclusively to analyze data on behavioral outcome measures, demographics, service provision and discharge information to meet MHSA reporting requirements and First 5 reporting requirements. The



**Date:** April 30, 2014

**From:** Maria Mabey, Assistant Director

**Department:** Riverside County Department of Mental Health

**To:** Mark Seiler, Assistant Director of Riverside County Purchasing Department

**Via:** Jeanette Bates, Administrative Services Analyst II, Department of Mental Health

**Subject:** Sole Source Procurement; Request for **Proprietary Services with International Business Machines (IBM)**

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:** SPSS Software Maintenance and Support

**Supplier being requested:** International Business Machines (IBM)

**Alternative suppliers that can or might be able to provide supply/service:** There are no other suppliers with compatible software to accommodate the existing system utilized by RCDMH.

**Extent of market search conducted:** IBM recently acquired SPSS, Inc., and now, IBM has proprietary rights to the software currently used by the RCDMH. The software has been used by RCDMH since 1999 as a means of performing statistical analysis and data mining. The software is provided exclusively by IBM, and the maintenance cannot be substituted with any other software or services due to issues of compatibility.

**Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:** The software is a proprietary program that provides the method to immediately analyze data maintained in the RCDMH client management system. Data on client demographic characteristics (i.e.: age, DOB, gender, ethnicity, legal status, etc) and elements of program services are manipulated in the software to meet unique state and grant funded program reporting requirement formats. Network license maintenance allows more than one staff to work on different data analysis and reports.

**Reasons why my department requires these unique features and what benefit will accrue to the county:** The Research and Evaluation Unit is responsible for an existing web-based application which requires that IBM's software be used to analyze outcome data collected in that web-based system. The Preschool 0-5 grant funded mental health initiative requires the web-based data to be manipulated with IBM's software to meet outcome reporting requirements. The Central Children Pre-school 0-5 program uses the

software exclusively to analyze data on behavioral outcome measures, demographics, service provision and discharge information to meet all First 5 reporting requirements. The IBM software also allows staff to provide on-demand analysis of service utilization and program outcomes for management reports.


**Price Reasonableness:** The cost for the software maintenance is \$17,000.00 annually. Pricing for the IBM software has been deemed to be fair and reasonable based on the proprietary software of IBM. We are requesting sole source approval for FY 14/15 through FY 17/18, renewable in one-year increments.

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

*for*  Department Head Signature 5/6/2014 Date

Purchasing Department Comments:

*Not to exceed \$17,000 annually Through 6-30-18*

<u>Approve</u>	Approve with Condition/s	Disapprove
<u></u>	<u>5-19-14</u>	<u>#14-532</u>
Purchasing Agent		Date



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

**PR2015-02370**  
Tracking Number for  
Internal Use Only

<b>REQUESTED PURCHASE:</b>	<b>PURCHASE FY2014/2015 – SPSS LICENSES BY IBM</b>
<b>DEPARTMENT/AGENCY:</b>	<b>RIVERSIDE COUNTY DEPARTMENT OF MENTAL HEALTH</b>
<b>CONTACT NAME/PHONE:</b>	<b>RYAN QUIST, PH.D/951.955.7146</b>
<b>PURCHASE REQUEST:</b>	<input checked="" type="checkbox"/> NEW EQUIPMENT/SERVICES <input type="checkbox"/> UPGRADE <input type="checkbox"/> REPLACEMENT
<b>PURCHASE TYPE:</b>	<input type="checkbox"/> PROFESSIONAL SERVICES <input checked="" type="checkbox"/> SOFTWARE <input type="checkbox"/> HARDWARE <input type="checkbox"/> RENEWAL
<b>DESCRIBE REQUESTED PURCHASE</b>	SPSS is a proprietary software program that provides the method to analyze data maintained in the department's client management system. Data regarding client demographic characteristics (ex. Age, date of birth, gender, ethnicity, legal status, etc.) and elements of program services are manipulated in SPSS to meet unique state and grant funded program reporting requirement formats. Research & Evaluation is filling up vacant positions and no longer have enough licenses. The department would like to purchase twelve (12) additional licenses.
<b>BUSINESS NEEDS ADDRESS</b>	The department's Research and Evaluation Unit is responsible for an existing web-based application which requires that SPSS be used to analyse outcome data collected in a web-based system. Similarly, the department's Central Children's Preschool 0-5 grant funded program requires web-based data to be manipulated with SPSS to meet outcome reporting requirements. This program uses the software exclusively to analyze data on behavioral outcome measures, demographics, service provision and discharge information to meet all of the First 5 reporting requirements.
<b>ARE THERE ANY OTHER COUNTY SYSTEMS THAT PROVIDE THE SAME FUNCTIONALITY?</b>	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> UNKNOWN
<b>BUSINESS CRITICALITY</b>	<b>BUSINESS IMPACT (SELECT ALL THAT APPLY)</b>
<input checked="" type="checkbox"/> Run the business	<input checked="" type="checkbox"/> Support current operations
<input checked="" type="checkbox"/> Grow the business	<input checked="" type="checkbox"/> Reduce Expenses
<input checked="" type="checkbox"/> Transform the business	<input checked="" type="checkbox"/> Improve Customer Service
	<input checked="" type="checkbox"/> Improve Operational Efficiencies
<b>BUSINESS RISKS</b>	<p><b>Financial:</b> Without the SPSS software, the department will not be able to meet state and grant funded program reporting requirement formats, which will result in lost revenue.</p> <p><b>Operational:</b> There will be fewer operational improvements as the department will not be able to access on-demand analysis of service utilization and program outcomes for management reports without the SPSS software.</p> <p><b>Customer:</b> Deviod of the SPSS software, the department will not be able to analyze data on behavioral outcome measures, demographics, service provisions and discharge information, all of which aid to better serve the departments's patients.</p>
<b>ALTERNATIVE SOLUTIONS</b>	There are no alternate suppliers with compatible software that can accommodate the existing system utilized by the department.
<b>TRANSACTION</b>	<input checked="" type="checkbox"/> Cash Purchase <input type="checkbox"/> Lease Purchase    Lease Years: _____

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**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

PURCHASE COSTS	COST BENEFIT ANALYSIS			
		ALTERNATIVE STATUS QUO	ALTERNATIVE	ALTERNATIVE
Hardware: \$0	Current Annual Cost	N/A		
Software: \$50,783.76	Ongoing Annual Cost	N/A		
Labor: \$0	Annual Cost Savings	N/A		
TOTAL COST: \$50,783.76	Net Annual Savings	N/A		
	Project Implementation Cost	N/A		
	Project Payback Period? yrs	N/A		

Department Head Signature: *J. Zamora* Date: 2/9/15

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

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

By: **RCIT - APPROVED** Date: 3/11/15

Chief Information Officer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

PR2015-02539  
Tracking Number for  
Internal Use Only

3/30

<b>REQUESTED PURCHASE:</b>	<b>PURCHASE FY2015/2016 – SPSS LICENSES BY IBM</b>		
<b>DEPARTMENT/AGENCY:</b>	<b>RIVERSIDE COUNTY DEPARTMENT OF MENTAL HEALTH</b>		
<b>CONTACT NAME/PHONE:</b>	<b>CARL LOFTON 951-755-7370 RYAN QUIST, PH.D/951.955.7146</b>		
<b>PURCHASE REQUEST:</b>	<input type="checkbox"/> NEW EQUIPMENT/SERVICES	<input type="checkbox"/> UPGRADE	<input type="checkbox"/> REPLACEMENT
<b>PURCHASE TYPE:</b>	<input type="checkbox"/> PROFESSIONAL SERVICES	<input checked="" type="checkbox"/> SOFTWARE	<input type="checkbox"/> HARDWARE <input checked="" type="checkbox"/> RENEWAL
<b>DESCRIBE REQUESTED PURCHASE</b>	Riverside County Department of Mental Health (RCDMH) is requesting to renew existing SPSS Licenses by IBM for FY 15/16, not to exceed \$25,000.		
<b>BUSINESS NEEDS ADDRESS</b>	<p>RCDMH's Research and Evaluation Unit is responsible for an existing web based application which requires that SPSS to analyze outcome data collected.</p> <p>SPSS is a proprietary software program that provides the method to analyze data maintained in the RCDMH's client management system. Client demographics and elements of program services (behavioral outcome measures, service provisions and discharge information) are manipulated in SPSS to meet unique State and grant funded program reporting requirements.</p>		
<b>ARE THERE ANY OTHER COUNTY SYSTEMS THAT PROVIDE THE SAME FUNCTIONALITY?</b>	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> UNKNOWN		
<b>BUSINESS CRITICALITY</b>	<b>BUSINESS IMPACT (SELECT ALL THAT APPLY)</b>		
<input checked="" type="checkbox"/> Run the business	<input checked="" type="checkbox"/> Support current operations		
<input checked="" type="checkbox"/> Grow the business	<input checked="" type="checkbox"/> Reduce Expenses		
<input checked="" type="checkbox"/> Transform the business	<input checked="" type="checkbox"/> Improve Customer Service		
	<input checked="" type="checkbox"/> Improve Operational Efficiencies		
<b>BUSINESS RISKS</b>	<p><b>Financial:</b> Without the SPSS software, the department will not be able to meet state and grant funded program reporting requirement formats, which will result in lost revenue.</p> <p><b>Operational:</b> Without the SPSS software, there will be fewer operational improvements as the department will not be able to access on-demand analysis of service utilization and program outcomes for management reports.</p> <p><b>Customer:</b> Without the SPSS software, the department will not be able to analyze data on behavioral outcome measures, demographics, service provisions and discharge information, all of which aid to better serve the department's patients.</p>		
<b>ALTERNATIVE SOLUTIONS</b>	There are no alternate suppliers with compatible software that can accommodate the existing system utilized by the department.		
<b>TRANSACTION</b>	<input checked="" type="checkbox"/> Cash Purchase <input type="checkbox"/> Lease Purchase    Lease Years: _____		





**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

PURCHASE COSTS	COST BENEFIT ANALYSIS			
		ALTERNATIVE STATUS QUO	ALTERNATIVE	ALTERNATIVE
Hardware: \$0	Current Annual Cost	\$ 25,000		
Software: \$25,000	Ongoing Annual Cost	\$ 25,000		
Labor: \$0	Annual Cost Savings	N/A		
TOTAL COST: \$25,000	Net Annual Savings	N/A		
	Project Implementation Cost	N/A		
	Project Payback Period? yrs	N/A		

Department Head Signature: *[Signature]* Date: 3/26/15

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

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

By: **RCIT - APPROVED** Date: 3/30/15

Chief Information Officer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**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:**

\_\_\_\_\_