

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



ITEM: 3.8
(ID # 19340)

MEETING DATE:
Tuesday, July 12, 2022

FROM : EMERGENCY MANAGEMENT DEPARTMENT:

SUBJECT: EMERGENCY MANAGEMENT DEPARTMENT: Ratify and Approve Amendment No. 7 to the Professional Services Agreement with LiveProcess, Inc for the Emergency Incident Management System without seeking competitive bids for an additional one-year term, All Districts [\$141,735 100% Federal Funds]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and Approve Amendment No. 7 to the Professional Services Agreement with LiveProcess, Inc. for the Emergency Incident Management System for an additional one-year term through June 30, 2023 not to exceed \$141,735; and authorize the Chair of the Board to sign the Amendment on behalf of the County.
2. Authorize the Director of Emergency Management to sign subsequent amendments that do not change the substantive terms of the agreement, as approved by County Counsel.

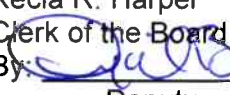
ACTION:


Bruce Barton, EMD Director 6/14/2022

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Washington and Hewitt
Nays: None
Absent: Perez
Date: July 12, 2022
xc: EMD

Kecia R. Harper
Clerk of the Board
By: 
Deputy

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

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$141,735	\$ 0	\$ 141,735	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 100% Federal Funds			Budget Adjustment: No	
			For Fiscal Year: 22/23	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The integrated Emergency Preparedness Communications, Incident Management and Compliance software provided by LiveProcess enables a streamline solution to addressing Emergency Management in all four phases: mitigation, preparedness, response and recovery; including NIMS/ICS regulatory obligations, Joint Commission requirements and accreditation metrics.

LiveProcess provides high-speed communication services to notify staff, partners, or others to activate the Incident Command System as needed and allows for expedited urgent business communication. LiveProcess is the only entity with a tightly integrated, purpose-built end-to-end emergency management platform that addresses the internal needs of healthcare systems.

The Board of Supervisors approved the single source purchase on August 29, 2017, Item 3.62, for the period July 1, 2017 to June 30, 2022, not to exceed \$141,735 annually. The Emergency Management Department seeks to extend this contract for an additional one-year term through June 30, 2023 in order to continue utilizing LiveProcess as the main method for sharing information, coordinating resources and operations with healthcare facilities during emergency activations.

LiveProcess is health care specific and has been implemented by 18 hospitals, RUHS-Care Clinics (10), Clinicas de Salud del Pueblo (4), Emergency Management Department (EMD) and other healthcare facilities. Continuing the service is essential for continuity and the investment in training provided.

Impact on Residents and Businesses

Nearly 5,000 Riverside County users have been trained during the last five years and actively use LiveProcess. Eliminating LiveProcess would have a detrimental impact on Riverside County's ability to not only plan, but communicate and respond to a disaster.

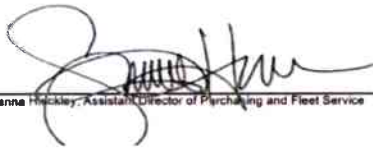
Additional Fiscal Information

Expenses were budgeted in the Hospital Preparedness Program and were added to the Emergence Management Department budget

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

ATTACHMENTS:

- ATTACHMENT A. Single Source Justification approved by Purchasing Department
ATTACHMENT B. Amendment No. 7



Suzanne Hickey, Assistant Director of Purchasing and Fleet Service

6/22/2022



Rebecca S Cortez, Principal Management Analyst

7/5/2022



Kelly Moran, Deputy County Counsel

6/20/2022

COUNTY OF RIVERSIDE
AMENDMENT NO. 7 TO THE AGREEMENT
WITH
LiveProcess, Inc.

Original Contract Term:	July 1, 2012 through June 30, 2022
Contract Term Extended To:	June 30, 2023
Effective Date of Amendment:	July 1, 2022
Original Annual Maximum Contract Amount:	\$141,735
Amended Annual Maximum Contract Amount:	NA

Contract ID: HSARC-20943-001-06/22

This Seventh Amendment to the Professional Services Agreement (the "Agreement") is entered into by and between the County of Riverside, a political subdivision of the State of California ("COUNTY") and LiveProcess, Inc., a corporation ("CONTRACTOR").

WHEREAS, COUNTY and CONTRACTOR entered into the Agreement (also identified as Contract No. HSARC-20943-001-06/22) for Emergency Incident Management System services.

WHEREAS, COUNTY now desires to extend the Agreement for an additional year through June 30, 2023;

NOW, THEREFORE, for good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, COUNTY and CONTRACTOR agree as follows:

1. The above recitals are true and correct.
2. The first sentence of Section 2 of the Agreement is deleted in its entirety and replaced with the following:

"This Agreement shall be effective from July 1, 2022 and continues in effect through June 30, 2023, unless terminated earlier."

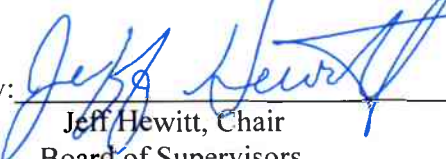
3. All other terms and conditions of the Agreement not modified herein shall remain unchanged and in effect. If any provisions of this Seventh Amendment or the Agreement shall be determined to be illegal or unenforceable, such determination shall not affect any other provision of the Agreement and all such other provisions shall be construed according to its normal and usual meaning and not strictly for or against either party.


COUNTY OF RIVERSIDE
AMENDMENT NO. 7 TO THE AGREEMENT
WITH
LiveProcess, Inc.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Amendment.

COUNTY OF RIVERSIDE, a political subdivision of the State of California

LiveProcess, Inc., a corporation

By: 
Jeff Hewitt, Chair
Board of Supervisors

By: 
~~Brian LeBlanc~~ Nicholas Meeks
Chief Financial Officer

Dated: July 12, 2022


Dated: June 8, 2022 | 11:48:27 EDT

ATTEST:
Kecia Harper
Clerk of the Board

By: 

Dated: 7.12.2022

APPROVED AS TO FORM:
OFFICE OF COUNTY COUNSEL
COUNTY OF RIVERSIDE

By: 
Melissa R. Cushman,
Deputy County Counsel



Bruce Barton
Director

Date: 4/27/22
From: Ramon Leon, Deputy Director of Emergency Management
To: Board of Supervisors/Purchasing Agent
Via: Jorge Uribe, Buyer II (951)470-5684

Subject: Sole or Single Source Procurement; Request for LiveProcess Enterprise Subscription

The below information is provided in support of my Department requesting approval for a sole or 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 or single source.*)

1. **Supplier being requested: LiveProcess**

2. **Vendor ID: 0000000720**

3. **Single Source** **Sole Source**
(*Single Source - is a purchase of a commodity or service without obtaining competitive bids although more than one source is available*)

(*Sole Source - is a purchase of a commodity or service that is proprietary or no other vendor is qualified or willing to meet the county specified requirements*)

4. **Have you previously requested and received approval for a sole or single source request for this vendor for your department?** (*If yes, please provide the approved sole or single source number.*)

Yes **No**
SSJ# 18-029

4a. **Was the request approved for a different project?**

Yes **No**

5. **Supply/Service being requested:**

(*If this request is for professional services, attach the service agreement to this sole source request. The Purchasing Agent, or designee, is the signing authority for agreements unless the service is exempted by Ordinance 459, Board delegated authority or by State law. All insurance requirements must be met prior to work commencement. See the Risk Management website for vendor insurance requirements.*)

LiveProcess Enterprise Subscription.



Bruce Barton
Director

- 6. Unique features of the supply/service being requested from this supplier. (If this sole source request is due to proprietary software or machinery, or hardware, provide a supporting letter from the manufacturer. If this is a single source request provide an explanation of how this provides the best value for the County by selecting this vendor.)**

The integrated Emergency Preparedness Communications, Incident Management and Compliance software provided by LiveProcess enables a streamline solution to addressing Emergency Management in all four phases: Mitigation, preparedness, response and recovery; including NIMS/ICS regulatory obligations, Joint commission requirements and accreditation metrics.

LiveProcess provides high-speed communication services to notify staff, partners, or others to activate the Incident Command System as needed and also allows for expedited urgent business communication. Live Process is the only entity with a tightly integrated, purpose built end-to-end emergency management platform that addresses the internal needs of healthcare systems.

LiveProcess uniquely addresses:

- * An integrated and customizable set of HICS V Charts with related customizable JAS
- * Full customer control to store and access all emergency management related plans, documents, and reporting forms that can be accessed from anywhere on any device
- * An extensive HVA identification and tracking capability
- * Exercises can be run at any time and are fully documented
- * an After Action Report (AAR) that captures all relevant information during an event
- * Data sharing across all locations using Live Process Emergency Manager
- * Ability to set up any number of private group conversations concurrently; for example, leadership staff, logistics team, PIO team, officer's staff, etc.
- * Healthcare facility management capabilities which allow the healthcare facility to better organize, report, survey, and communicate during planning processes, exercises and real events.
- * High availability (Minimum 99.9% uptime per year)

- 7. Reasons why my department requires these unique features from the vendor and what benefit will accrue to the county:**

Nearly 5,000 Riverside County users have been trained during the last five years and actively use LiveProcess. Eliminating LiveProcess would have a detrimental impact on Riverside County's ability to not only plan, but communicate and respond to a disaster.

In addition, RUHS-Medical Center has embraced the LiveProcess Communication capability for everyday communication needs to include critical patient care alerting. LiveProcess is health care specific and has been implemented by 18 hospitals, RUHS-Care Clinics (10), Clinicas de salud del Pueblo (4), Emergency Management Department (EMD) and other healthcare facilities. Continuing the service is essential for continuity and the investment in training provided.



Bruce Barton
Director

During activations, EMD utilizes LiveProcess as the main method for sharing information, coordinating resources and operations with healthcare facilities.

8. **Period of Performance:** From: 07/01/22 to 06/30/23
(total number of years)

Is this an annually renewable contract? No Yes

Is this a fixed-term agreement: No Yes

(A fixed-term agreement is set for a specific amount of time; it is not renewed annually. Ensure multi-year fixed-term agreements include a cancellation, non-appropriation of funds, or refund clause. If there is no clause(s) to that effect, then the agreement must be submitted to the Board for approval. No exemptions shall apply.)

9. **Identify all costs for this requested purchase. In addition, please include any single or sole source amounts previously approved and related to this project and vendor in the section designated below for current and future fiscal years. You do not need to include previous fiscal year amounts. If approval is for multiple years, ongoing costs must be identified below. If annual increases apply to ongoing costs such as CPI or other contract increases, provide the estimated annual cost for each consecutive year. If the annual increase may exceed the Purchasing Agent's authority, Board approval must be obtained. (Note: ongoing costs may include but are not limited to subscriptions, licenses, maintenance, support, etc.)**

Description:	FY_22/23	FY__	FY__	FY__	FY__	Total
One-time Costs:	\$141,735					
1 year subscription to be added to existing contract as contract amendment is being requested to extended end date until 06/30/23						
Ongoing Costs:						
<i>(Insert description)</i>						
Previous SSJ Approved Amounts:						
<i>(Insert description)</i>						
Total Costs						

Note: Insert additional rows as needed



Bruce Barton
Director

10. Price Reasonableness: *(Explain why this price is reasonable or cost effective – were you provided government discounted pricing? Is this rate/fee comparable to industry standards?)*

With multiple discounts applied, the annual LiveProcess subscription cost is \$141,735 for a total of 1 year extension on existing contract. Cost has remained competitive with no significant increases.

11. Projected Board of Supervisor Date (if applicable): _____
(Draft Form 11s, service agreement and or quotes must accompany the sole source request for Purchasing Agent approval.)

	BRUCE BARTON	5-4-2022
Department Head Signature (or designee)	Print Name	Date

The section below is to be completed by the Purchasing Agent or designee.

Purchasing Department Comments:

Approve

Approve with Condition/s

Disapprove

Condition/s:

Not to exceed:



Bruce Barton
Director

One-time \$ 141,735

Annual Amount \$ _____ / per fiscal year through _____ (date)
(If Annual Amount Varies each FY)

FY _____ : \$ _____
FY _____ : \$ _____
FY _____ : \$ _____
FY _____ : \$ _____
FY _____ : \$ _____

Suzanna Hinckley, Assistant Director

22-097

Purchasing Agent

Date

Approval Number

(Reference on Purchasing Documents)