



Agenda Date: 11/1/2005  
Agenda Placement: 6D

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Shelli Brobst for Randolph F. Snowden - Director  
Health & Human Services  
**REPORT BY:** Shelli Brobst, Contracts Analyst, 253-4720  
**SUBJECT:** Amendment to Agreement with Andre Zunino, dba Solution Computing

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 3857 with Andre Zunino, dba Solution Computing, decreasing the amount by \$20,620 for a new maximum of \$20,000, incorporating agency-wide changes to the General Terms and Conditions, and amending the insurance provisions to provide consultation and technical support for automated operations.

### **EXECUTIVE SUMMARY**

The contractor provides technical expertise to assist in maintaining the Health and Human Services Agency's automated operations. The amendment decreases the maximum contract amount to reflect the anticipated usage for this fiscal year, incorporates agency-wide changes to the General Terms and Conditions and modifies the general liability insurance requirement for services provided by the contractor during this fiscal year.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Health & Human Services
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Without this technical expertise, HHSA may experience billing compliance issues, which could result in revenue loss or increased costs to the County.
Is the general fund affected?	Yes

Future fiscal impact: Although the agreement terminates June 30, 2006, the agreement contains an automatic renewal for a maximum of \$20,000 per fiscal year, which allows the County to continue these services into the next fiscal year. Appropriations will be budgeted accordingly.

Consequences if not approved: The contract maximum will be too high.

Additional Information: None

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

Solution Computing provides information technology services that include troubleshooting, application development, and technical support for the HHSA ECHO clinical record and billing system and the Emergency Medical Services system. The contractor's activities ensure ongoing ECHO system integrity, which is a critical component of HHSA's billing compliance efforts.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita