



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 2/5/2019

Agenda Placement: 6C

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Jon Gjestvang - Chief Information Officer  
Information Technology Services

**REPORT BY:** Shawn Smith, Supervising Staff Services Analyst - 707.259.8665

**SUBJECT:** Amendment No. 1 of Agreement 17009B with Tyler Technologies, Inc.

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### **RECOMMENDATION**

Chief Information Officer and Director of Planning, Building and Environmental Services request approval of and authorization for the Chair to sign Amendment No. 1 to Agreement 170009B with Tyler Technologies, Inc., increasing the maximum by \$30,000 for a new maximum of \$173,415 for consulting services, data storage, maintenance and support of the County's current customized Digital Health Department System.

### **EXECUTIVE SUMMARY**

Digital Health Department, Inc. (DHD) formerly Garrison Enterprise, Inc. was selected through a competitive process in 2007 to provide the Environmental Health Division with a Digital Health System. On October 2, 2007, the Board approved the initial three year agreement (A-6900) and May 10, 2011 retroactively approved a subsequent five year agreement (A-6900-1) with DHD. DHD's Digital Health system is web-based and offers flexibility for online reporting to and from the public. The system also allows modern electronic inspections wherein data from the inspections is stored automatically in the system, thereby eliminating the need for time consuming hand entry. This system feeds data to existing County systems including Accela Automation and OnBase, as well as integrating with State mandated reporting systems.

On July 1, 2016, the County entered into a five year maintenance service agreement with DHD for a total of \$143,415.00. DHD's inspection and permitting software business was subsequently acquired by Tyler Technologies, Inc. as of August 2, 2017.

The request today is to include \$30,000 for consulting services to the agreement, in order to ensure completion of state-mandated inspection reports that County staff cannot complete.

Tyler Technologies, Inc. is not a local vendor.

**FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Funding for this system is currently in the approved Information Technology Services' budget. As this is a system specific to the Environmental Health Division, the cost is charged directly to the department as part of the total ITS charge. The request today is for approval of consulting services related to state-mandated inspection reports. The total cost over five years of \$173,415.00 will be charged as follows: 7/1/2016-6/30/2017 for \$27,013.00; 7/1/2017-6/30/2018 for \$27,823.00; 7/1/2018-6/30/2019 for \$28,658.00; 7/1/2019-6/30/2020 for \$29,518.00; 7/1/2020-6/30/2021 for \$30,403.00.  Consulting services up to a maximum of \$30,000 for the term of the agreement.
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	Yes
Future fiscal impact:	Future costs will be included in future ITS budgets as well as in the Environmental Health Division's budgets as part of the ITS allocation charge.
Consequences if not approved:	If the consulting services are not approved, there will be further delays in state-mandated inspection reports.
Additional Information:	

**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**

Digital Health Department, Inc. (DHD) formerly Garrison Enterprise, Inc. was selected through a competitive process in 2007 to provide the Environmental Health Division with a Digital Health System. On October 2, 2007, the Board approved the initial three year agreement (A-6900) and May 10, 2011 retroactively approved a subsequent five year agreement (A-6900-1) with DHD. DHD's Digital Health system is web-based and offers flexibility for online reporting to and from the public. The system also allows modern electronic inspections wherein data from the inspections is stored automatically in the system, thereby eliminating the need for time consuming hand entry. This system feeds data to existing County systems including Accela Automation and OnBase, as well as integrating with State mandated reporting systems. The maintenance includes the hosting of data, unlimited users licenses for County staff and provides technical support.

On July 1, 2016, the County entered into a five year maintenance service agreement with DHD for a total of \$143,415.00. DHD's inspection and permitting software business was subsequently acquired by Tyler Technologies as of August 2, 2017.

The request today is to include consulting services to the agreement, in order to ensure completion of state-mandated inspection reports that County staff does not have the expertise to complete.

The total cost over five years of \$173,415.00 will be charged as follows:

7/1/2016-6/30/2017 for \$27,013.00;

7/1/2017-6/30/2018 for \$27,823.00;

7/1/2018-6/30/2019 for \$28,658.00;

7/1/2019-6/30/2020 for \$29,518.00;

7/1/2020-6/30/2021 for \$30,403.00;

2/12/2019-6/30/2021 for up to \$30,000.00 in consulting services.

Tyler is not a local vendor and is based in Texas. There is no local vendor who provides this comprehensive solution.

#### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi