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: Agreement with Intuitive Performance Solutions for SAS upgrade

RECOMMENDATION
Chief Information Officer requests approval of and authorization for the Chair to sign an agreement with Intuitive Performance Solutions, Inc. for a maximum of $31,680 for the term September 20, 2019 through December 31, 2019 to assist with upgrading the SAS Financial Management budget system.

EXECUTIVE SUMMARY
The County's SAS Financial Management budgeting software (SAS) needs to be upgraded to version 5.6. SAS is changing its use of the embedded web technology, Flash, to a newer technology, HTML5. SAS requires us to upgrade our system to the HTML version in order to receive future SAS support.

Intuitive Performance Solutions, Inc. (IPS) is the vendor SAS contracted with to assist Information Technology Services (ITS) with the initial implementation and subsequent upgrades.

The requested agreement will allow ITS to again utilize IPS for the upgrade of the County's SAS Financial Management budgeting software.

IPS is not a local vendor.

FISCAL IMPACT
Is there a Fiscal Impact? Yes
Is it currently budgeted? No
What is the revenue source?  Funding is available within the ITS Adopted budget
Is it Mandatory or Discretionary?  Discretionary
Discretionary Justification:  IPS is the expert in the SAS Financial Management system. Without the contractor’s expertise, it would be difficult for the County to upgrade to the new version in a timely manner. Since this system is used to manage the County’s budget, it is important the upgrade be completed in a timely.
Is the general fund affected?  No
Future fiscal impact:  There is no future fiscal impact.
Consequences if not approved:  If the system is not upgraded in a timely manner, budget input and reporting functions will no longer function properly.
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

On June 28, 2011, the Board approved the purchase of SAS Financial Management software to be used as the County’s budget application. In May 2014, the board approved Agreement No. 8125 with Intuitive Performance Solutions, Inc. (IPS) to upgrade the County's budget system to SAS 5.4. In June 2017, the County entered into Agreement No. 180178B for IPS to upgrade SAS to version 5.5. And in June 2019, Agreement No. 190297B was approved for ongoing SAS consulting support. There is now a need to upgrade the application to SAS version 5.6.

Adobe is ending support of its Flash technology, which is included in the SAS software. As a result, SAS is changing its use of embedded Flash technology to HTML5 technology. These technologies are used to better display web pages. Therefore, future support from SAS requires us to upgrade out system to the HTML version. Intuitive Performance Solutions, Inc. (IPS) is the vendor SAS contracted with to assist Information Technology Services with the initial implementation and prior upgrades. IPS is very familiar with the County’s SAS environment and IPS is less expensive than SAS consulting.

Approval of today’s requested action will allow ITS to utilize IPS for the necessary software upgrade to the County's SAS Financial Management budgeting application.

Intuitive Performance Solutions, Inc. is not a local vendor. There is no local vendor who has the level of expertise with SAS Financial Management.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve