



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: June 8, 2021

DATE: Thursday, June 03, 2021

TO: Board of County Commissioners

FROM: Paul Burr, I.T. Manager, Technology Services
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THROUGH: Behzad Zamanian, Chief Information Officer, Technology Services
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SUBJECT: Recommendation to approve Fiscal Year 2021/2022 renewal of contracts and service agreements above \$100,000 to be approved as a group by the Board of County Commissioners and authorization for the Purchasing Contracts Manager to sign the contract renewals, as they come due, with approval from the District Attorney or Risk Management when necessary, as follows from the General Fund:

- a) Thomson Reuters, not to exceed [\$310,000] for the Treasurer's Tax System software maintenance agreement,
- b) Street Inc., not to exceed [\$200,000] for renewal of Washoe County's software maintenance support for SAP software,
- c) ESSVR, LLC, not to exceed [\$110,000] for the DIMS voter registration software system maintenance agreement.

Technology Services. (All Commission Districts.)

SUMMARY

Rather than submit each request to the Board of County Commissioners separately, the Technology Services Department is respectfully requesting approval to bring each of the Fiscal Year 2021/2022 listed contracts to the Purchasing Contracts Manager for signature or approval after said contracts have been approved by the District Attorney, Budget Office and/or Risk Management when necessary.

Washoe County Strategic Objective supported by this item: Stewardship of Our Community

AGENDA ITEM # _____

PREVIOUS ACTION

Similar lists were approved by the Board on May 26, 2009, May 25, 2010, May 24, 2011, May 22, 2012, May 28, 2013, June 17, 2014, June 9, 2015, May 24, 2016 and May 26, 2020. These fiscal year approvals authorized the Purchasing and Contracts Manager to sign routine technology maintenance and service contracts throughout the year after contracts were reviewed and approved by the District Attorney, Budget Office and/or Risk Management when necessary.

May 18, 2021 – The BCC adopted the Final budget for Fiscal Year 2022.

BACKGROUND

These are vendor maintenance agreements, service contracts and agreements with annual renewals budgeted in the Fiscal Year 2021/2022 Technology Services funds.

The purpose of this agenda item is to pre-approve those Fiscal Year 2022 contracts over \$100,000 in one group thereby not having to go to the Board individually throughout the year as each renewal date comes up. As practiced, each contract may be reviewed as needed by the District Attorney and/or Risk Management and signed by the Purchasing and Contracts Manager.

Thomson Reuters and Rimini Street, two of the three listed below, were originally approved individually by the Board of County Commissioners, implemented and currently supported by Technology Services. The industry standard annual increase of the ESSVR, LLC DIMS support pushed the amount over the \$100,000 threshold for fiscal year 2020-2021 prompting its inclusion. These contracts are recommended or mandatory and critical for the reasons stated below:

A “computer software maintenance contract” is a contract that obligates a vendor of computer software to provide to a customer in the future, enhancements or upgrades to prewritten computer software, support services with respect to prewritten computer software or both.

A “mandatory computer software maintenance contract” is a computer software maintenance contract which the customer is obligated to purchase as a condition to acquiring prewritten computer software.

Characterization of charges for mandatory and optional software maintenance contracts:

- 1) Charges for such computer software maintenance contracts are charges for the delivery of prewritten computer software and not charges for the delivery of services if the vendor is obligated to provide or provides only rewritten computer software upgrades or enhancements and is not obligated to provide services.
- 2) Charges for such computer software maintenance contracts are charges for the delivery of services and not for the delivery of prewritten computer software if the vendor is obligated to provide the customer only with support services and is not obligated to provide enhancements or upgrades to prewritten computer software.

3) Charges for such computer software maintenance contracts that include both charges for enhancements and upgrades and the charges for support services.

- Thomson Reuters: Thirteenth year of the Software Maintenance Agreement for the Treasurer's original Aumentum Tax System, formerly Manatron, software contract previously approved by the Board of County Commissioners, item 08-555, 5/27/08. Without updated tax tables and calculations for the Washoe County Tax Billing System, tax bills cannot be produced. Funding for this maintenance contract will remain within Technology Services' final Fiscal 2021/2022 funding level not to exceed \$310,000.
- Rimini Street: Fourth year of the Rimini Street renewal for SAP enterprise support for all County Departments. Contract previously approved by the Board of County Commissioners, item 17-0927, 11/14/2017. SAP is the Board of County Commission approved Enterprise System for the County. Rimini Street provides SAP updates and customizations for taxes and payroll keeping the County in compliance with Federal, State and County financial and personnel requirements. Funding for this maintenance contract will remain within Technology Services' final Fiscal 2021/2022 funding level, not to exceed \$200,000.
- ESSVR, LLC: Use of the DIMS voter registration solution started in Fall of 2004. ESSVR, LLC provides DIMS updates and customizations for voter registration. Funding for this maintenance contract will remain within Technology Services' final Fiscal 2021/2022 funding level, not to exceed \$110,000.

FISCAL IMPACT

The Fiscal Year 2021/2022 Technology Services budget has sufficient budget authority for the following contracts not to exceed [\$620,000] in Technology Services Administration (108100), Software Maintenance (710210):

- Thompson Reuters – Not to exceed \$310,000
- Rimini Street Inc. – Not to exceed \$200,000
- ESSVR, LLC – Not to exceed \$110,000

Technology Services continues to aggressively investigate and negotiate all on-going maintenance contracts, and wherever possible, attempts to achieve the best pricing and/or alternative options to ensure support at the least possible cost while working within the adopted budget.

RECOMMENDATION

It is recommended that the Board of County Commissioners approve Fiscal Year 2021/2022 renewal of contracts and service agreements above \$100,000 to be approved

as a group by the Board of County Commissioners and authorization for the Purchasing Contracts Manager to sign the contract renewals, as they come due, with approval from the District Attorney or Risk Management when necessary as follows:

General Fund

- Thompspon Reuters – Not to exceed \$310,000
- Rimini Street Inc. – Not to exceed \$200,000
- ESSVR, LLC – Not to exceed \$110,000

POSSIBLE MOTION

Should the Board agree with the staff recommendation, a possible motion would be:

Move to approve Fiscal Year 2021/2022 renewal of contracts and service agreements above \$100,000 to be approved as a group by the Board of County Commissioners and authorization for the Purchasing Contracts Manager to sign the contract renewals, as they come due, with approval from the District Attorney or Risk Management when necessary as follows:

General Fund

- Thompspon Reuters, a software maintenance agreement for the Treasurer's Tax System support – Not to exceed \$310,000
- Rimini Street Inc., renewal of software maintenance support for Washoe County's SAP software – Not to exceed \$200,000
- ESSVR, LLC, a software maintenance agreement for the DIMS voter registration system – Not to exceed \$110,000