



ALAMEDA COUNTY INFORMATION TECHNOLOGY DEPARTMENT

ITD HQ - 393 13TH STREET, OAKLAND, CA 94612 • (510) 481-3700

TIM DUPUIS
CHIEF INFORMATION OFFICER

August 13, 2021

Honorable Board of Supervisors
County of Alameda
1221 Oak Street, Suite 536
Oakland, California 94612-4305

SUBJECT: AUTHORIZE A STANDARD SERVICES AGREEMENT (PROCUREMENT CONTRACT NO. 22866) WITH TBSCG USA, INC., FOR THE TERM OF 8/20/21 – 8/19/22, IN THE AMOUNT OF \$534,480

Dear Board Members:

RECOMMENDATION:

Approve the following recommendations:

- A. Approve a Standard Services Agreement (Procurement Contract No. 22866) with TBSCG USA, Inc. (Principal: Michael Powell; Location: Chicago, Illinois) for additional features implementation and redesign of the Social Services Agency intranet site, for the term 8/20/21 – 8/19/22, in the total amount of \$534,480; and
- B. Delegate authority to the Chief Information Officer, or his designee, to negotiate and execute the contract subject to review and approval as to form by County Counsel and submit an executed copy of the contract to the Clerk of the Board for filing

DISCUSSION/FINDINGS:

TBSCG USA, Inc. assists ITD with digital services, including services related to the product selection, installation, development, maintenance, support of applications, and tools designed for website development using a content management system.

Approval of this agreement in the amount of \$534,480.00, would provide services for the continued development of the Social Services Agency's (SSA) Intranet Website up to its completion. The SSA Intranet Website is being redesigned and rebuilt with a focus on staff efficiency and will maximize SSA staff's ability to continue to serve the community and their constituents.

In the interest of meeting necessary project deadlines and to insure continuity and uninterrupted service by TBSCG USA, Inc. it is requested that your Board delegate signing authority to the CIO.

SELECTION CRITERIA AND PROCESS

TBSCG USA, Inc. is the sole authorized provider of this product and services. On May 17, 2021 the General Services Agency approved this item as a sole-source exception: SS #7676 as per section VI, Item C. The procurement is for additional features implementation and redesign of Social Services Agency intranet site. Additionally, SLEB waiver 7716 was issued by the Office of Acquisition Policy on August 12, 2021 and expires August 19, 2022.


FINANCING:

Appropriations for this contract are included in the Information Technology Department's FY 2021-22 Adjusted Budget. No additional appropriations are required and there will be no increase to net County cost.

VISION 2026 GOAL:

This software upgrade meets the 10X goal of **Accessible Infrastructure** in support of our shared vision of a **Healthy Environment**.

Sincerely,

DocuSigned by:

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Tim Dupuis
CIO

cc: Michael Powell, TBSCG USA, Inc.