



Legislation Text

File #: 24-434, Version: 1

Memorandum

Date: April 23, 2024

To: The Honorable Lake County Board of Supervisors

From: Anthony Arton, Health Services Director
Craig Wetherbee, Environmental Health Director

Subject: Consideration and Discussion of Contract with HS Gov Tech Solutions, Inc. for the License, Configuration, Support and Hosting of the Lake County Environmental Health Database Management Software for an Amount Not to Exceed \$400,093.21 and Authorize Chair to Sign.

Executive Summary:

Lake County Environmental Health utilizes database management software to provide services related to the programs administered by the division. Currently, EH uses Envision Connect by Acella, Inc. In 2020, Acella discontinued support Envision Connect and Envision Connect Remote in favor up new software development.

Lake County Environmental Health issued RFP 23-27 on June 16, 2023, with a submission deadline of Friday, July 14, 2023. Four Proposals were received and determined to be complete. A Selection Panel reviewed each submittal and provided scores for each proposal on August 14th, 2023. A phase two selection process was conducted with the top two scored proposals. In phase II, both software proposers were provided four hours to demonstrate their products. On October 10, 2023, the selection committee provided their final scores which were compiled and confirmed.

The Selection Committee unanimously identified HS Gov Tech Solutions, Inc as the best option for the next software for Lake County Environmental Health.

Notices of Intent to Award were sent to all respondents by email Tuesday, October 10, 2023.

Staff recommends your Board approve the contract with HS Gov Tech Solutions, Inc., not to exceed \$400,091.93.

If not budgeted, fill in the blanks below only:

Estimated Cost: \$407,200 Amount Budgeted: \$495,877 Additional Requested: _____ Future Annual Cost: _____

Purchasing Considerations (check all that apply):

☐ Not applicable

☒ Fully Article X. <https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI>- and/or Consultant Selection Policy <[http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+\\$!26+Procedures+Manual/Ch4_2021v2.pdf](http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+$!26+Procedures+Manual/Ch4_2021v2.pdf)>-Compliant (describe process undertaken in "Executive Summary")

- ☐ Section 2-38 <https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI> Exemption from Competitive Bidding (*rationale in "Executive Summary," attach documentation, as needed*)
- ☒ For Technology Purchases: Vetted and Supported by the Technology Governance Committee
<<http://lcnet.co.lake.ca.us/Assets/Intranet/Intranet+Forms/Information+Technology/AdvPlan.pdf>> ("Yes," if checked)
- ☐ Other (*Please describe in Executive Summary*)

Consistency with Vision 2028 <<http://www.lakecountycalifornia.gov/Government/Directory/Administration/Visioning/Vision2028.htm>>

(check all that apply):

- | | | |
|--|--|--|
| ☐ Well-being of Residents | ☐ Not applicable | |
| ☐ Economic Development | ☐ Public Safety | ☐ Disaster Prevention, Preparedness, Recovery |
| ☐ Community Collaboration | ☐ Infrastructure | ☐ County Workforce |
| | ☐ Business Process Efficiency | ☐ Clear Lake |

Recommended Action:

Approve Contract with HS Gov Tech Solutions, Inc. License, Configuration, Support and Hosting of the Lake County Environmental Health Database Management Software for an Amount Not to Exceed \$400,093.21 and Authorize Chair to Sign.