County of Los Angeles
Sheriff's Department Headquarters
4700 Ramona Boulevard
Monterey Park, California 91754-2169

LEROY D. BACA, SHERIFF

October 2, 2007

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
Los Angeles, California 90012

Dear Supervisors:

RECOMMENDATION TO AUTHORIZE THE CHIEF INFORMATION OFFICER TO EXECUTE A SERIES OF WORK ORDERS WITH INTERNATIONAL BUSINESS MACHINES CORPORATION FOR SOFTWARE CONSULTING SERVICES (ALL DISTRICTS) (3 VOTES)

CIO RECOMMENDATION: APPROVE (X) APPROVE WITH MODIFICATION ( ) DISAPPROVE ( )

IT IS RECOMMENDED THAT YOUR BOARD:

Approve and direct the Chief Information Officer (CIO) at the request of the Sheriff to execute a series of Work Orders for consulting services under the County's Master Services Agreement (MSA) with International Business Machines Corporation (IBM), for development of a Sheriff's Department's Facilities Services Bureau Asset Management System for a maximum amount not to exceed $1,500,000. This is in accordance with your Board directive which limits the delegated authority to the CIO to execute Work Orders not to exceed $300,000.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The primary business objective is to establish a Department-wide aggregated system for all assets, accessible by appropriate personnel, and capable of tracking all maintenance management work activities associated with the assets. The design phase has already been completed as the result of a Work Order approved by the CIO on January 2, 2007, in the amount of $298,152.

In the next phase, IBM will perform Consulting and Professional Services to perform a series of tasks as follows:

- Implement Maximo Applications to Specify Operation Infrastructure
- Implement Maximo Applications to Maintain Operational Infrastructure
- Implement Maximo Applications to Purchase Items and Service
- Develop Initial Maximo Reports
- Data Loading and Implementation Support
- Training Support
- Solution Testing

Upon completion of the second Work Order, the Sheriff's Department's Facilities Services Bureau Asset Management System will be operational and the current legacy system will be retired. Future Work Orders will be executed with the approval of the Chief Information Officer, to enhance and improve system functionality and establish a functional/integrated connection to the County Purchasing System.

BACKGROUND

On September 5, 2006, your Board approved a Master Services Agreement with IBM that allows departments to acquire valuable IBM technical resources to assist with planning and ensures the sustaining viability of services reliant on IBM technologies. These services include Internet/Intranet websites, server consolidation, database management, legacy system migration, and systems planning.

The Master Agreement offers a structure for acquiring needed services through a streamlined acquisition process that is standard of the entire enterprise. Under the Work Order issuance process, individual department heads have the discretion and accountability for their respective projects. Work Orders established as part of the Master Services Agreement will be entered into the County's Information Technology Tracking System (ITTS), with defined deliverables established.

Implementation of Strategic Plan Goals

The services provided are directly in support of the County Strategic Plan Goal for Service Excellence (Goal 1, Strategy 2: Implement programs to improve the efficiency, quality, and responsiveness of County services to all residents). It also supports the Strategic Plan Goal for Organizational Effectiveness (Goal 3, Strategy 6: Implementation of standard technology components for facilitating electronic information-sharing).

FISCAL IMPACT/FINANCING

The total maximum cost for the Work Orders will not exceed $1,500,000. The funds will be expended from FY 2007-08 through FY 2008-09. Sufficient funding is included in the Sheriff's Department budget. The administrative provisions of the Master Services Agreement require confirmation that funding is available before the individual Work Order is executed.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

IBM is the sole source provider and is uniquely positioned to provide the required technical support and consulting services. As required by your Board directive, it limits the delegated authority to the CIO to execute Work Orders not to exceed $300,000.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Implementation of the Sheriff's Department's Facilities Services Bureau Asset Management System will replace an outdated legacy system with a web-based, mobile access, and preventive maintenance system. The system will effectively track and maintain an inventory of all facility assets and parts along with their respective warranty and maintenance records or work orders. It will facilitate analysis of replacement needs, warranty renewal/termination and overall efficient use of resources.

CONCLUSION

Upon Board approval, please provide two (2) individually certified copies of the Board-adopted letter to the Sheriff's Department. The Department's contact for this requested Board action is Dean Stroud, Director, Facilities Services Bureau, at (626) 300-3040.

Sincerely,

LEROY D. BACA
SHERIFF

REVIEWED BY:

JON W. FULLINWIDER
CHIEF INFORMATION OFFICER