



COUNTY of VENTURA

COUNTY EXECUTIVE OFFICE

Sevet Johnson, PsyD
Interim County Executive Officer

Mike Pettit
Assistant County Executive Officer

Kaye Mand
County Chief Financial Officer

Shawn Atin
Assistant County Executive Officer/
Human Resources Director
Labor Relations

February 6, 2024

Board of Supervisors
County of Ventura
800 South Victoria Avenue
Ventura, CA 93009

Subject: Approval of, and Authorization for the County Executive Officer to Sign Amendment No. 1 to the Contract with Sherpa Government Solutions LLC to add \$18,000 for the period of January 1, 2024 to December 31, 2024 and to add \$18,000 for the period of January 1, 2025 to December 31, 2025 for purposes of hosting a Training Environment; Increasing the Contract Not-to-Exceed Amount by \$36,000, for a New Contract Not-to-Exceed Amount of \$1,541,112 Ratification of the County Executive Officer's Authorization for this amendment effective January 1, 2024.

Recommendations:

1. Approve and authorize the County Executive Officer to sign Amendment No. 1 to the Contract with Sherpa Government Solutions LLC to add \$18,000 for the period of January 1, 2024 to December 31, 2024 and to add \$18,000 for the period of January 1, 2025 to December 31, 2025 for purposes of hosting a Training Environment; Increasing the Contract Not-to-Exceed Amount by \$36,000, for a New Contract Not-to-Exceed Amount of \$1,541,112
2. Ratify the County Executive Officer's approval of Amendment No. 1 effective January 1, 2024, in anticipation of your Board's approval of the contract amendment.

Fiscal/Mandates Impact:

Mandatory:	No
Source of Funding:	General Fund
Funding Match Required:	None
Impact on Other Departments:	None

Summary of Revenues and Costs:

	FY 2023-24	FY2024-25
Revenues:	\$0	\$0
Costs:		
Direct	\$9,000	\$18,000
Indirect-Dept	\$0	\$0
Indirect-County CAP	\$0	\$0
Total Cost	\$9,000	\$18,000
Net County Cost	\$9,000	\$18,000
Recovered Indirect Costs	\$0	\$0

*The Fiscal Year 2023-24 Budget includes sufficient appropriations for this contract amendment.

FY 2023-24 Budget Projection for Division 1010 County Executive Office				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$34,727,259	\$52,542,310	\$52,542,310	\$0
Revenue	\$18,560,539	\$22,248,061	\$22,248,061	\$0
Net Cost	\$16,166,720	\$30,294,249	\$30,294,249	\$0

Discussion:

Your Board's approval today, will provide approval to proceed with Amendment No. 1 to the Sherpa Government Solutions contract to allow for the hosting of our Training Environment for Calendar Years 2024 and 2025.

Sherpa Government Solutions currently provides the County's budgeting system and maintaining this hosted training environment is in alignment with best practices allowing County staff a non-production environment to better learn and navigate the software without impacting the data maintained within the production version.

The need for ratification of Amendment No. 1 is due to a misunderstanding that this training environment could be encumbered and paid through a separate purchase order that would have been processed through Procurement instead of an amendment.

This letter has been reviewed by the County Executive Office, the Auditor-Controller's Office and County Counsel. If you have any questions, please contact Bryan Friedman, Program Management Analyst, at 477-7203.

Sincerely,



Sevet Johnson, PsyD
County Executive Officer

Exhibit 1: Sherpa Government Solutions - Amendment No. 1