

MARIPOSA COUNTY

Health and Human Services • (209) 966-2000



RESOLUTION - ACTION REQUESTED 2019-425

MEETING: July 23, 2019
TO: The Board of Supervisors
FROM: Chevon Kothari, Health and Human Services Director
RE: Agreement with Insuperity to Provide Software Services

RECOMMENDATION AND JUSTIFICATION:

Approve agreement with Insuperity to provide software services in an Amount Not to Exceed \$1,500; and Authorize the Board of Supervisors Chair to Sign the Agreement.

On August 14, 2018 Board of Supervisors authorized the consolidation of the Community Services, Health, and Human Services Departments into an Integrated Health and Human Services Agency (HHSA). One of the objectives undertaken in the consolidation involves the creation of a sustainable organizational structure to best support enhanced service delivery. Through Insuperity, HHSA has adopted the *OrgPlus RealTime* solution as a cloud based planning tool to aid in the strategy development and decision making for allocation of personnel throughout the agency.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Non approval of this agreement will make it difficult for HHSA to have an effective tracking tool for agency personnel information.

FINANCIAL IMPACT:

There is no impact to the County General Fund.

ATTACHMENTS:

Insuperity Agreement - Wd.h.signature 5.22.2019 (PDF)

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]

MOVER: Marshall Long, District III Supervisor

SECONDER: Rosemarie Smallcombe, District I Supervisor

AYES: Smallcombe, Jones, Long, Cann, Menetrey



HR & Business Performance Solutions for:
Mariposa County Health & Human Services Agency

05-15-2019



Business Performance Solutions Delivery Order

Customer Information

Billing Address

Mariposa County Health & Human Services Agency
 5362 Lemee Lande
 Mariposa, CA 95338
 Kat Jost
 kjost@mariposahsc.org

Shipping Address

Mariposa County Health & Human Services Agency
 5362 Lemee Lande
 Mariposa, CA 95338
 Kat Jost

Delivery Order Information

Proposal Number 2019-3792 Rev: 1
 Proposal Date 05-15-2019
 Sales Consultant Jimmy Coligan
 Contact Phone 2813127126
 Contact Email jimmy.coligan@insperity.com
 Insperity Phone 877-222-0499
 Prepared By Jimmy Coligan

**Proposal is only valid until 06-14-2019*

Products & Services	Unit Price	Units	Total	Billing Frequency
<i>Selected Cloud-Based Products</i>				
OrgPlus RealTime Core New Annual License (Up to 250 boxes plus 1 user)	\$500.00	1	\$500.00	Annual
OrgPlus RealTime User(s)	\$360.00	1	\$360.00	Annual
<i>Selected Implementation Services</i>				
OrgPlus RealTime Implementation	\$445.50	1	\$445.50	One Time
			Total Annual Fees	\$860.00
			Total One Time Fees	\$445.50

Section 1: Payment Terms (Applicable Services, Cloud-Based Solutions and Equipment)

- A. Annual and One Time fees outlined above shall be invoiced immediately upon execution of this Delivery Order.
- B. Payment for the Annual and One Time fees outlined above (\$1,305.50), plus applicable taxes and shipping fees, are due in full 45 days from the Invoice date of invoice. Please do not pay from the Delivery Order, an invoice will be provided.
- C. Insperity will not begin the implementation process until you have paid the Annual and One Time fees outlined above in full.

Section 2: Renewal Terms

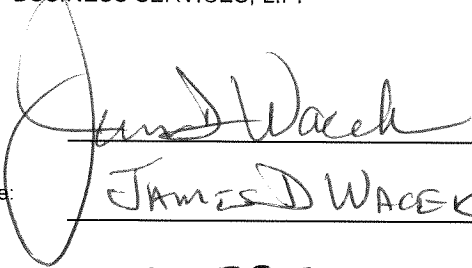
- A. The Cloud Based Subscription will be considered delivered as of the Go Live date and will continue to be delivered pursuant to this Delivery Order until you enter into any Supplemental Delivery Order for the modification of your Services and/or Cloud-Based Solutions or until either Party gives the other written notice of termination at least thirty (30) days before the next scheduled invoice.

By signing below, you expressly agree to the Master Terms and the Online Additional Terms located at <http://www.insperity.com/terms> for the Master Services Agreement that are applicable to your selected Insperity Offerings. Except for any terms set forth in this signed Delivery Order, any applicable SOW or supplemental Ordering Document, you agree that we may publish revisions at the above link to the Master Terms or Online Additional Terms that will become effective and apply to your signed Ordering Documents as stated in the Master Terms. Any additional or different terms proposed by you (including your purchase order terms or any handwritten/typed changes except for completing signature lines on this Delivery Order) are of no effect unless we expressly agree otherwise in writing. If you have questions about updates or difficulty accessing the Master Terms or the Online Additional Terms, you should contact your primary Insperity contact.

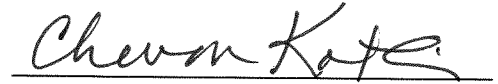
INSPERITY BUSINESS SERVICES, L.P.

CUSTOMER: Mariposa County Health & Human Services Agency

Signature:



Signature:



Printed Name:

JAMES D WACEK

Printed Name:

Chevon Kothari

Title:

VP, BPTS

Title:

Director

Date:

5/30/19

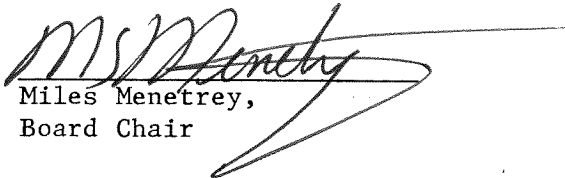
Date:

5/22/19

APPROVED AS TO FORM:


STEVEN W. DAHLEM
COUNTY COUNSEL

County of Mariposa


Miles Menetrey,
Board Chair

Business Performance Solutions Standard Setup Appendix

The main priority for Insperty's Business Performance Solutions Implementation team is to ensure clients are provided with a successful implementation experience. To facilitate this, system configuration and end user training are required for any new purchase. At the beginning of the implementation process, our team will partner with you in order to gather and understand your business management objectives. It is important to note that you, the client, play a central role in the implementation.

Prior to commencing setup of your system(s), you must timely and accurately complete and return all implementation documentation which we provide to you. A dedicated implementation individual will be assigned to work with you for the duration of the implementation project, from the information gathering phase to your transition to ongoing Technical Support.

In connection with a standard setup for your Insperty solution, the Implementation team will provide the following professional services and deliverables remotely:

	Title	Key Milestones
Phase 1	Initiation and Planning.	Within 5 business days of receiving the executed proposal, the Implementation team will engage the client with a welcome kit and will coordinate scheduling a kick off call to confirm and gather configuration, setup and training needs.
Phase 2	Project Setup.	Go-Live timelines, training dates and hardware shipping dates are documented, as applicable. Configuration documentation is provided to and approved by the client, upon receipt of which, we will configure your system.
Phase 3	Training.	Appropriate end users are trained on the software, typically via WebEx. These sessions can be recorded for future client use if necessary. Guides and videos may also be available.
Phase 4	Testing & Optimization.	In preparation for the client's go-live, additional configuration, testing, exports and/or parallels are completed as needed.
Phase 5	Go Live & Transition to Support.	The customer is transitioned to technical support after the client is fully trained, the system is ready to use and/or they have successfully processed their first live payroll (TimeStar only). Ongoing Technical Support is available 7a-7p CT.