

# *California Statewide Automated Welfare System (CalSAWS)*

## **County Purchase SC-01-2021 The County of Santa Clara- Hyland Document Export Support – Revision 1**

CalSAWS Consortium  
The County of Santa Clara Purchase SC-01-2021 – Revision 1

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## I. Overview:

The County of Santa Clara (“County”), as a member of the California Statewide Automated Welfare System (CalSAWS) Consortium, a party to the Amended, Restated, and Revised LEADER Replacement System Agreement, dated as of August 16, 2019, the terms of which are incorporated by reference to this County Purchase order (“County Purchase”), has requested software support from Hyland Software, Inc. (“Hyland”) for exporting documents from the County’s existing document management solution. The County is responsible for exporting documents from its document management solution and providing those documents to the CalSAWS Project for import into the CalSAWS Imaging Solution that would support the 58 CalSAWS Counties. This request requires software support charges for Hyland to provide such support to the County, which are further described in this County Purchase order.

The scope of Revision 1 to this County Purchase is to update the Schedule and Total Charges to reflect that the software support will be delivered and invoiced in State Fiscal Year (“SFY”) 2022/23. The following sections have been updated to reflect these changes:

- Section II (the “Schedule”) and Section III (the “Total Charges”): Due to the revised milestone timeline, Software Support Charges have been moved to SFY 2022/23. However, there was a net-zero change to such charges.

This County Purchase includes the following:

- Software Support Charges

### Assumptions:

- As part of the document migration import process, documents exported from the County’s document management solution will be imported into the CalSAWS Imaging System in those documents’ original file types, if the document is in a file type supported by Hyland.
- Images received by the CalSAWS Project from the County during the conversion to the CalSAWS Imaging Solution will be in a readable format and not encrypted.
- Document workflow history and document annotations will not be retained from the County’s existing document management solution.
- Hyland will provide software support services to the County per Hyland’s statement of work attached to this County Purchase as Attachment 1.
  - Hyland’s software support services will be performed remotely.
  - Hyland’s statement of work is provided in accordance with the terms of the Hyland Master Agreement, effective February 25, 2020, between the Consortium and Hyland within which the statement of work will be incorporated. That statement of work will govern the software support services provided by Hyland to the County and documents the County’s obligations required to enable Hyland’s delivery of its services to the County.
  - The Consortium will be responsible for approving Hyland’s statement of work in order for the County to receive Hyland’s services under this County Purchase

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- order. The County's approval of this County Purchase serves as confirmation that the County agrees with the Hyland statement of work.
- The County will be responsible for managing Hyland's scope of work purchased under this County Purchase.
  - The scope included in Hyland's statement of work is based on information provided by the County to Hyland. Any changes to the statement of work between Hyland and the Consortium will be made in accordance with Hyland's change control process documented in the statement of work. Modifications to the statement of work may require a revision to this County Purchase.
  - Warranties and remedies available to the Consortium and the County for Hyland's scope of services are provided in the Hyland Master Agreement between Hyland and the Consortium. Warranties and remedies defined in the Amended, Restated and Revised LRS Agreement will not apply to Hyland's software support services purchased by the County under this County Purchase. The County will be responsible for working directly with the Hyland to resolve any issues that may arise during Hyland's delivery of its software support services.
  - This County Purchase does not include any scope of services from Accenture. Accenture's scope of services for the CalSAWS Imaging Project for implementing an imaging solution for the 58 CalSAWS Counties is included in Exhibit Z (Statement of Work for CalSAWS Imaging Project) of the Amended, Restated and Revised LRS Agreement.
  - The charges set forth in Section III below (the "County Purchase Total Charges") will be invoiced to the Consortium per Hyland's milestones documented in Schedule 3 (3. HW and SW) of Attachment 2 to this County Purchase. The Consortium will, in turn, invoice the County for such charges.
    - The due dates for each Hyland milestone will be planned and mutually agreed upon between Hyland and the County/Consortium during the project initiation phase. Following completion of the project initiation phase, a revision to this County Purchase may be required to adjust the charges per State Fiscal Year to reflect the due dates for the Hyland milestones determined during the project initiation phase.
    - The software support charges are based on information mutually assumed and agreed upon by Hyland and the County/Consortium. In the event that (a) any such information is inaccurate, (b) the County fails to fulfill timely its obligations during the project documented in Attachment 1, or (c) reasonably unforeseen technical or system limitations exist or arise, Hyland may not be able to provide the services described in Attachment 1 at the stated prices.
  - The County will be responsible for (1) approving this County Purchase and (2) providing the Office of Systems Integration's approval letter of the Advance Planning Document (APD) or a funding allocation letter that supports this purchase by October 21, 2022.

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**II. Schedule:**

The charges associated with this County Purchase will be incurred during State Fiscal Year 2022/23.

**III. Total Charges:**

The following table outlines the total charges for this County Purchase. The maximum financial obligation for this County Purchase is \$228,265.

Total County Purchase Charges	SFY 2021/22	SFY 2022/23	Total Charges
<b>Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Hardware and Software Charges</b>	<b>\$0</b>	<b>\$228,265</b>	<b>\$228,265</b>
Hardware Charges	\$0	\$0	\$0
Hardware Maintenance and Support Charges	\$0	\$0	\$0
Software Charges	\$0	\$0	\$0
Software Maintenance and Support Charges	\$0	\$228,265	\$228,265
<b>Production Operations Charges</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
One Time Charges	\$0	\$0	\$0
Recurring Charges	\$0	\$0	\$0
<b>Total Charges</b>	<b>\$0</b>	<b>\$228,265</b>	<b>\$228,265</b>

**IV. Attachment 1 to County Purchase SC-01-2021 – Hyland Statement of Work**

**V. Attachment 2 to County Purchase SC-01-2021 – Pricing Schedules**

**VI. Execution of County Purchase**

The parties to this County Purchase agree that an electronic copy of a signed contract, or an electronically signed contract, has the same force and legal effect as a contract executed with an original ink signature. The term “ELECTRONIC COPY OF A SIGNED CONTRACT” refers to a transmission by facsimile, electronic mail, or other electronic means of a copy of an original signed contract in a portable document format. The term “ELECTRONICALLY SIGNED CONTRACT” means a contract that is executed by applying an electronic signature using technology mutually approved by the County, Consortium, and Accenture.

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**COUNTY PURCHASE APPROVAL**

**Subject: County Purchase - SC-01-2021 - Revision 1**

The subject document is accepted as allowing Accenture LLP to proceed with the subject County Purchase.

**COUNTY OF SANTA CLARA**

By: Jeffrey V. Smith

Printed Name: Jeffrey V. Smith, M.D., J.D.

Title: County Executive, County of Santa Clara  
Date: 12/9/2022

**COUNTY OF SANTA CLARA**

By: John P. Mills

Printed Name: John P. Mills

Title: Deputy County Executive  
Date: 12/9/2022

**APPROVED AS TO FORM AND LEGALITY**

By: [Signature]

Printed Name: \_\_\_\_\_

Title: Deputy County Counsel  
Date: 12/9/2022

**Notice Address:**

County of Santa Clara, Social Services Agency  
333 W. Julian Street, 3<sup>rd</sup> Floor  
San Jose, CA 95110-2335

**CalSAWS Consortium**

By: Holly Murphy

Printed Name: Holly Murphy

Title: CalSAWS PMO Director  
Date: Dec 21, 2022

**Notice Address:**

CalSAWS Consortium  
11290 Pyrites Way, Suite 150  
Rancho Cordova, CA 95670-4481


# Please Sign: County Purchase Submittal - SC-01-2021, County Approval - SC-01-2021


Final Audit Report


2022-12-21


Created:	2022-12-21
By:	Merisa A. Vizcarra (merisa.a.vizcarra@accenture.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA9ArK755y4Elef6_I6UTdBHih47S0Jz5F


## "Please Sign: County Purchase Submittal - SC-01-2021, County Approval - SC-01-2021" History


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 Signer murphyh@calsaws.org entered name at signing as Holly Murphy  
2022-12-21 - 9:47:09 PM GMT- IP address: 64.21.200.254

 Document e-signed by Holly Murphy (murphyh@calsaws.org)  
Signature Date: 2022-12-21 - 9:47:11 PM GMT - Time Source: server- IP address: 64.21.200.254

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