

Marina Coast Water District
Agenda Transmittal

Agenda Item: 7-B

Meeting Date: October 11, 2011

Submitted By: Kelly Cadiente
Reviewed By: Carl Niizawa

Presented By: Kelly Cadiente

Agenda Title: Adopt Resolution No. 2011-76 to Approve Outsourcing of Information Technology Support Services of the District

Detailed Description: Staff is requesting the Board consider adoption of Resolution No. 2011-76 to approve outsourcing of Information Technology (IT) support services of the District.

Previously, the District's Finance Director provided in-house IT support for the District as part of his duties. With the departure of the Finance Director, a need has been identified for IT support services for the District. Staff recommends that these services be out-sourced to an IT services provider.

The scope of services will include:

- Implementation and system upgrades of the various software systems utilized by the District
- Troubleshooting and coordinating with various software customer support
- Managing, monitoring and maintaining the Districts hardware and networks
- Providing assistance to staff on use of the multiple software programs

Environmental Review Compliance: None required.

Prior Committee or Board Action: None.

Board Goals/Objectives: *Strategic Plan, Mission Statement – Providing high quality water, wastewater and recycled water services to the District's expanding communities through management, conservation and development of future resources at reasonable costs.*

Financial Impact: Yes No

Funding Source/Recap: Funded through FY 2011/2012 Operating Budget of the Central Marina and Ord Community cost centers – cost savings due to the Finance Director vacancy.

Material Included for Information/Consideration: Resolution No. 2011-76.

Staff Recommendation: The Board of Directors adopt Resolution No. 2011-76 to approve outsourcing IT support services of the District.

Action Required: Resolution Motion Review
(Roll call vote is required.)

Board Action

Resolution No _____ Motion By _____ Seconded By _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Reagendized _____ Date _____ No Action Taken _____

October 11, 2011

Resolution No. 2011-76
Resolution of the Board of Directors
Marina Coast Water District
Approving Outsourcing Information Technology Support Services of the District

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on October 11, 2011 at the business office of the District, 11 Reservation Road, Marina, California as follows:

WHEREAS because the District’s Finance Director previously provided in-house IT support for the District as part of his duties; and,

WHEREAS, with departure of the Finance Director, a need has been identified for IT support services for the District; and,

WHEREAS, it is recommended that these IT support services be out sourced to an IT service provider.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby adopt Resolution No. 2011-76, to outsource information technology support services of the District.

PASSED AND ADOPTED on October 11, 2011, by the Board of Directors of the Marina Coast Water District by the following roll call vote:

Ayes: Directors _____

Noes: Directors _____

Absent: Directors _____

Abstained: Directors _____

Dan Burns, Vice President

ATTEST:

Jim Heitzman, Secretary

CERTIFICATE OF SECRETARY

The undersigned Secretary of the Board of the Marina Coast Water District hereby certifies that the foregoing is a full, true and correct copy of Resolution No. 2011-76 adopted October 11, 2011.

Jim Heitzman, Secretary