


## MEMORANDUM

**TO:** Honorable Chairman and Members of the Board of County Commissioners

**FROM:** Kate Newman, Acting County Manager 

**RE:** 2023 Pre-approval of Business Innovation & Technology's Annual Agreements

**DATE:** December 6, 2022

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**Staff Recommendation:** The Jefferson County Board of County Commissioners authorizes that these 2023 renewals be placed on the consent agenda for pre-approval, substantially in the amounts specified, and authorizes the Chairman to execute those renewals and documentation related to those renewals, if applicable, following approval as to form by the County Attorney's Office and BIT.

Covendis, annual staff augmentation services, \$1,100,000  
Insight, annual support and licensing for Microsoft, \$1,228,000  
Workday, annual subscription, \$683,000

### Resolution No. CC22-314

**Background:** BIT has several agreements that renew on an annual basis and require the approval of the Board of County Commissioners. Pre-approving them will streamline and enable efficient processing. An estimate of each renewal is listed above, but the amount may differ at the time of processing the renewal.

### Fiscal Impact:

- Year of impact: 2023
- TABOR impact: n/a, no new revenue is being requested
- Existing grant or project: n/a
- New grant or project: n/a
- Requested in adopted budget: yes, included in the 2023 Adopted Budget
- Ongoing or one-time: ongoing agreements
- General Fund impact: yes, these are budgeted in the General Fund
- Staffing impact: n/a
- APRA impact: n/a

- Match requirements: n/a
- Mandate/Contractual obligation: n/a

**BCC Briefing:** Presented by Andy Corbett on November 15, 2022

**Originator:** Kara Dorobek, BIT, 303-271-8076

**Distribution:**

- Clerk to the Board
- Andy Corbett, BIT
- Melanie Ortiz, Purchasing Agent

## BCC HEARING ROUTING FORM (non-purchasing items)

**Contacts:**

Originating Division and Contact:	Andy Corbett, Business Innovation & Technology	Phone:	303-271-8807
County Attorney Contact:	Kurt Behn	Phone:	303-271-8923

Agenda Placement:

Item Title: 2023 Pre-approval of Business Innovation & Technology's Annual Agreements

ROUTING					
O R D E R	Division	Authorized Signatures  Name/Initials	Date Rec'd	Date Frw'd	Comments
( )	Originator	Kara Dorobek/KND		11/18/22	
( )	Division Director	Andy Corbett <i>AC</i>		11/21/2022	
( )	County Attorney	Kurt Behn <i>KDB</i>		11/21/2022	
( )	Department Director				
( )	Budget	Seth Kelly <i>SK</i>		11/21/2022	
( )	Elected Official				
( )	BCC Agenda Coordinator	Janice Mayer <i>JCM</i>			