

DATE: May 25, 2012

TO: Children and Families Commission of Orange County

FROM: Michael M. Ruane, Executive Director



SUBJECT: Implementation of Grant Evaluation and Management Solution (GEMS) Updates

SUMMARY:

In October 2009, a Request for Proposal (RFP) process for an online Performance Outcome Management System (POMS) was completed and the Commission authorized contracting with Mosaic Network, Inc. (Mosaic) for their Grant Evaluation and Management Solution (GEMS) program. This item requests a new agreement with Mosaic to continue the service for an additional year.

Grant Evaluation and Management Solution (GEMS) Program

The Grant Evaluation and Management Solution (GEMS) program is used to collect, store and report service and outcome data from grantees that provide services to children and families through Commission funding. Mosaic has successfully assisted the Commission staff and consultants in collecting and reporting data for fiscal years 2009/2010, 2010/2011 and is currently in process with the 2011/12 year. Over the past two years, Mosaic has been able to better understand the unique needs of our Commission data reporting structures and has developed possible enhancements to the system that will help to create efficiencies and reduce staff time for both Commission and grantees in reporting data.

The proposed enhancements include:

- Redesign of system interfaces to reduce the number of clicks and screens necessary to input data, generate reports, or search data.
- Integrate the invoicing and budget screens so all information on budget activity and invoices can be seen on one screen, which will reduce errors in invoicing and limit time spent submitting invoices.
- Upload and download documents within the system, this will allow commission staff to upload documents to the system that grantees will need (forms for client level data collection) or allow grantees to upload reports or other documents that the Commission would like access to and have stored with the service level data.
- Directly import data into the GEMS system from external data sources.

These added features have the potential to reduce cost to the Commission for the GEMS system. Currently, the Commission pays a license fee to Mosaic for each grantee user. By allowing uploading of data from external data sources, the Commission will likely be able to reduce the number of users on the system. Additionally, the Commission also reimburses the agencies for the cost of data entry specific to the Commission reporting requirements. If data can be

transferred from one external data management service to another, there will be a reduced need for data entry.

Moving forward with Mosaic Network, Inc.'s system improvements to the GEMS system and allocating up to \$75,000 for a twelve month term is recommended.

STRATEGIC PLAN & FISCAL SUMMARY:

The proposed agreement has been specifically reviewed in relation to the Strategic Plan, and the recommended action is designed to further the Capacity Building goal. The onetime costs are available in the FY 2011/12 budget.

PRIOR COMMISSION ACTIONS:

- November 2009- Funding Approval for contract with Mosaic Network, Inc.
- May 2009- Delay review of submissions
- January 2009- Direct staff to release the request for proposal

RECOMMENDED ACTION:

Adopt resolution (Attachment 1) authorizing the Executive Director or designee and Commission counsel to prepare and negotiate Agreement PS-106 with Mosaic Network, Inc. for performance outcome management system updates to the GEMS system for a term of one year in an amount not to exceed \$75,000.

ATTACHMENT:

1. Resolution for agreement with Mosaic Network, Inc.

Contact: Kim Goll

CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY

RESOLUTION NO. ___-12-C&FC

June 6, 2012

A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE EXECUTIVE DIRECTOR TO PREPARE AND NEGOTIATE AGREEMENT PS-106 WITH MOSAIC NETWORK, INC. FOR PERFORMANCE OUTCOME MANAGEMENT SYSTEM UPDATES; AND, AUTHORIZING APPROVAL AND EXECUTION OF SUCH AGREEMENT ON BEHALF OF THE COMMISSION

WHEREAS, in order to facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development, the legislature adopted legislation set forth in the California Children and Families Act of 1998, Health and Safety Code Section 130100, *et seq.* (as amended, the “Act”) implementing the Children and Families First Initiative passed by the California electorate in November, 1998 and establishing the California Children and Families Commission and County Children and Families Commissions, including this Children and Families Commission of Orange County (“Commission”); and

WHEREAS, Commission adopted its Strategic Plan to define how funds authorized under the Act and allocated to the Commission should best be used to meet the critical needs of Orange County’s children prenatal to five years of age as codified in the Act; and

WHEREAS, the Executive Director and Commission Counsel have prepared a standard Master Agreement for Consultant/Professional Services (“Master Agreement”), which was approved by the Commission; and

WHEREAS, Commission desires to authorize the Executive Director or designee to prepare and negotiate Agreement PS-106 with Mosaic Network, Inc. for performance outcome management system updates to the GEMS system for a term of one year in an amount not to exceed \$75,000, as specified in the June 6, 2012 staff report for this Agenda Item, and

WHEREAS, Commission has reviewed the staff report relating to the scope of services to be provided and hereby finds and determines that the proposed Agreement is in furtherance of and consistent with the Commission’s Strategic Plan; and

NOW, THEREFORE BE IT RESOLVED BY THE COMMISSIONERS OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY AS FOLLOWS:

Section 1 Commission finds and determines the foregoing Recitals are true and correct and are a substantive part of this Resolution.

Section 2 Commission hereby authorizes the Executive Director or designee to prepare and negotiate the terms, conditions and final form of Agreement PS-106 with Mosaic Network, Inc., for performance outcome management system updates to the GEMS system for a term of one year in an amount not to exceed \$75,000, consistent with the June 6, 2012 staff report and scope of services referenced therein; and

Section 3 The form of Agreement No. PS-106 with Mosaic Network, Inc. for performance outcome management system updates to the GEMS system shall be substantially similar to the form of the standard Master Agreement, subject to minor, non-substantive revisions as reviewed and approved by the Executive Director or designee. The approval by the Executive Director of Agreement No. PS-106 shall be conclusively evidenced by the execution and delivery of the Agreement by the Commission Chair to the Commission Clerk.

Section 4 Commission hereby approves the Agreement with Mosaic Network, Inc. for performance outcome management system updates to the GEMS system for a term of one year in an amount not to exceed \$75,000, as specified in the June 6, 2012 staff report for this Agenda Item.

Section 5 The Commission Chair and Clerk of the Commission are hereby authorized to execute and attest, respectively, the Agreement PS-106 with Mosaic Network, Inc. on behalf of the Commission.

Section 6 A copy of the final Agreement when executed shall be appended hereto as a part of Exhibit A to this Resolution. Exhibit A is hereby fully incorporated as a part of this Resolution by this reference and made a part hereof. The final executed Agreement shall be placed on file in the office of the Clerk of the Commission.

Section 7 In addition to the authorization of Section 2 above, the Executive Director, or designee, is hereby authorized, on behalf of the Commission, (i) to sign all documents necessary and appropriate to carry out and implement the Amendments to Agreement(s), (ii) to cause the issuance of warrants, (iii) to administer the Commission's obligations, responsibilities, and duties to be performed under such agreement(s), and (iv) during the term thereof to provide waivers, administrative interpretations, and minor modifications of the provisions of such agreement(s) in the furtherance thereof.

Section 8 The Clerk of the Commission shall certify to the adoption of this Resolution.

The foregoing resolution was passed and adopted by the following vote of the Children and Families Commission of Orange County on June 6, 2012 to wit:

AYES: Commissioners: _____

NOES: Commissioner(s): _____

EXCUSED: Commissioner(s): _____

ABSTAINED: Commissioner(s) _____

CHAIR

STATE OF CALIFORNIA)
)
COUNTY OF ORANGE)

I, SUSAN NOVAK, Clerk of the Commission of Orange County, California, hereby certify that a copy of this document has been delivered to the Chair of the Commission and that the above and foregoing Resolution was duly and regularly adopted by the Children and Families Commission of Orange County.

IN WITNESS WHEREOF, I have hereto set my hand and seal.

SUSAN NOVAK
Clerk of the Commission, Children and Families Commission of
Orange County, County of Orange, State of California

Resolution No: __-12-C&FC

Agenda Date: June 6, 2012

Item No. __



I certify that the foregoing is a true and correct copy of the Resolution adopted by the

SUSAN NOVAK, Clerk of the Commission

By: _____
Deputy

EXHIBIT A TO RESOLUTION OF COMMISSION

(Attach copy of final executed Agreement with Mosaic Network, Inc.)