



**To:** Commissioners, First 5 Ventura County

**From:** Sam McCoy, Director of Program and Administration

**Date:** September 23, 2021

**Re: Recommendation to Extend and Increase Social Solutions Global (SSG) Contract for Apricot 360 software system**

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**Background**

After a competitive Request for Proposals (RFP) process, the Commission approved the recommendation to select Social Solutions Global's (SSG) online database Apricot 360 as the new data collection and management system. The Commission also approved an initial contract from June 1, 2021 to July 31, 2022 for up to \$70,000, subject to annual renewal for FY 2022-24.

During contract negotiations, it was determined that entering into a three-year contract would be mutually beneficial, yield significant cost savings, and is in line with F5VC and SSG's contracting standards. The three-year contract would include the following:

Year 1: \$40,025	initial set-up, technical support, data migration and licensing fees; reflects a \$24,750 Year 1 discount for new customers with three-year contract
Year 2: \$62,370	ongoing hosting and subscription
Year 3: \$65,489	ongoing hosting and subscription

The total three-year cost for set-up, data migration and ongoing hosting would be \$167,884, plus an additional \$12,116 for potential start-up training costs, for a total not to exceed \$180,000. This represents an approximate saving of \$80,000 in Commission funding over three years in comparison to the current database allocation.

**Recommendation**

Recommended action would grant authority to the Executive Director extend the previously approved FY 2021-22 contract with Social Solutions Global (SSG) for their Apricot 360 software system through June 30, 2024 for a 3-year total amount not to exceed \$180,000.