



Monterey County

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Board Report

Legistar File Number: 18-087

February 13, 2018

Introduced: 1/29/2018

Current Status: Agenda Ready

Version: 1

Matter Type: General Agenda Item

- a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign a non-conforming software agreement with TracNet, Incorporated for a comprehensive software management system that serves several Sheriff's Office divisions and other county and external partners, at an estimated cost of \$269,623 for FY 2018-19, \$274,799 for FY 2019-20; and \$235,594 for FY 2020-21, for a three-year cumulative total of \$780,016; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute up to three (3) additional amendments to the contract, provided the amendments do not significantly change the scope of services and do not exceed ten percent (10%) (\$78,002.00) of the original contract amount for a total, not to exceed three-year contract amount of \$858,018.00.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign a non-conforming software agreement with TracNet, Incorporated for a comprehensive software management system that serves several Sheriff's Office divisions and other county and external partners, at an estimated cost of \$269,623 for FY 2018-19, \$274,799 for FY 2019-20; and \$235,594 for FY 2020-21, for a three-year cumulative total of \$780,016; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute up to three (3) additional amendments to the contract, provided the amendments do not significantly change the scope of services and do not exceed ten percent (10%) (\$78,002.00) of the original contract amount for a total, not to exceed three-year contract amount of \$858,018.00.

SUMMARY:

The Monterey County Sheriff's Office has utilized the TracNet platform for the past five years, and shares usage of the system with a countywide network of law enforcement partners and internal county departments. The product was chosen over other vendors via a Request for Proposals process. This is a new contract covering the next three years.

DISCUSSION:

Your Board first approved a contract with TracNet, Incorporated, on February 26, 2013, resulting from Request for Proposals process. This original contract ends February 26, 2018. A new contract was executed because the original contract outlined deliverables and timeframes pertinent only to the

original purchase of the system, and was due to expire shortly.

The TracNet system is utilized within the Adult Correction Facility as a jail management piece of software, which tracks inmates' locations within the facility, records their court sentencing and length of sentence, logs educational data, and many other data elements critical to effective corrections management. TracNet has interfaces to, and works in conjunction with the inmate telephone and tablet system and the commissary system.

The system contains additional component pieces that are used by the Sheriff's Records, Warrants, Accounting, and Investigation departments and is used within our mobile patrol units as well. The District Attorney, Child Support, Revenue, Probation, Social Services, and Public Defender's Office use specific pieces of the system in conjunction with their respective workloads, and have purchased licenses for access. At present, the Sheriff's Office pays all operating costs for this system, and has two Information Technology staffers tasked to work on the system. The costs of system operation are significant; member users have been notified that these costs may be shared with them on a prorated basis in future years.

This contract contains an allowance for custom programming and interfaces. MCSO has identified areas where enhancements could be made to avoid redundant data entry and streamline efforts needed to conduct the required FBI audits within the Records and Warrants departments. The Sheriff's Office has been asked to share Jail Management System and identification photos to the South Bay Information Sharing System (SBISS) which encompasses law enforcement agencies in Santa Clara, Santa Cruz, San Benito and Monterey Counties. To participate at this level, additional interfaces between SBISS and TracNet may need to be created.

OTHER AGENCY INVOLVEMENT:

County Counsel, Auditor-Controller have reviewed and approved this Agreement as to legal form, fiscal provisions, and insurance requirements, respectively. The Sheriff's Office requested that Contracts Purchasing approve this as a sole source agreement for the next three years. TracNet is a locally owned company with a product that is significantly lower in price than its competitors, and the original system was purchased with Capital Improvement funding. The complexity of starting up a new system, the costs of purchasing new software and reestablishing or redesigning all present interfaces to the system, and budgetary constraints within the Sheriff's Office made a Request for Proposals process impractical.

The contract contains mutual indemnification language, and limits the vendor's liability to the amount paid to the vendor. These terms are common to most software contracts, but are non-standard for the County. Risk Management is unable to approve the contract because of these two clauses. The Sheriff is recommending that this non-conforming contract be approved by the Board of Supervisors, as it is operationally necessary for our Office, and the several other internal departments and external agencies.

FINANCING:

The total amount budgeted and expended in Fiscal Year 2017-18 was \$213,061.12. All out years' costs will be built into out years' budgets, and license fees owed by external and internal users are

billed to and reimbursed to MCSO by those parties. No increase in County Contribution will occur as a result of approval of this board action.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This contract meets the Board's strategic initiative for Administration by:

"Promoting an organization that practices efficient and effective resource management"

Mark a check to the related Board of Supervisors Strategic Initiatives:

- Economic Development
- X Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Nina Ryan, Management Analyst II, Extension #3708

Approved by: Steve Bernal, Sheriff/Coroner, Extension #3750

Attachments: Professional Service Agreement between County of Monterey and TracNet,
Incorporated

X Bernal 2/2/18