



# Monterey County

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## Board Report

Legistar File Number: A 18-252

June 26, 2018

Introduced: 6/4/2018

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Agreement

- a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign a 3-year agreement in the amount not to exceed \$474,938 in the aggregate for FY 18-19, FY 19-20 and FY 20-21 with Homeland Justice Systems, Inc. for maintenance and software development services for Probation's Case Management System;
- b. Authorize a modification of the County standard liability language as recommended by the Chief Probation Officer; and
- c. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign up to (3) amendments to this agreement where each amendment does not exceed ten percent (10%) of the original contract price (\$47,493), and does not significantly change the scope of work.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign a 3-year agreement in the amount not to exceed \$474,938 in the aggregate for FY 18-19, FY 19-20 and FY 20-21 with Homeland Justice Systems, Inc. for maintenance and software development services for Probation's Case Management System;
- b. Authorize a modification of the County standard liability language as recommended by the Chief Probation Officer; and
- c. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign up to (3) amendments to this agreement where each amendment does not exceed ten percent (10%) of the original contract price (\$47,493), and does not significantly change the scope of work.

### SUMMARY:

Probation is recommending entering into the 3-year agreement with Homeland Justice Systems to provide continued maintenance and software development services for Probation's Case Management System (CMS), Smart Probation.

### DISCUSSION:

Probation is a complex system, and is considered the linchpin of the criminal justice system and an arm of the Courts. The collection and tracking of client and case-related information is the backbone of all juvenile and adult probation operations. Smart Probation is the CMS utilized to manage operations for adult and juvenile clients and victim information, manage data exchanges with other systems, and to fulfill increasing data collection and reporting mandates.

Since 2011, Smart Probation by Homeland Justice Systems, Inc. has been utilized by Probation to

integrate juvenile and adult data; support the Courts with the preparation and timely submittal of pre and post-sentence reports; assess risk of recidivism for appropriate supervision targeted to criminogenic needs; manage substantial and specialized caseloads of juvenile and adult offenders and monitor compliance; refer and monitor offender participation to rehabilitative services; track recidivism rates and program outcomes; and manage offender caseload to maximize collection and distribute victim restitution to victims of crimes.

Data collection and reporting requirements from state and federal agencies for Probation Departments, as well as mandates from new laws continue to steadily increase, and are closely linked to access to funding. CMS functionality continues to expand and includes data collection and reporting requirements for SB678, AB 109-Public Safety Realignment, and data exchanges for offenders monitoring and data sharing with the State of California's Department of Justice as part of the Smart Justice Initiative.

The 3-year agreement supports the continued annual maintenance services at the cost of \$75,000 for FY 18-19, with an annual increase at a rate not exceeding the Consumer Price Index (CPI) for the prior year or 5%, whichever is less. It also includes \$225,000 for additional programming services for software development, due to additional data requirements, up to \$12,000 for travel reimbursement, and \$1,500 for supportive software licensing fees. The total aggregate for the 3-year contract is not to exceed \$474,938.

Risk Management has previously reviewed the insurance language and cannot recommend the modification to the limitation of liability clause. The limitation of liability clause appears in most service and software contracts, excluding consequential damages and capping the liability to the amount actually paid by County for the services provided in the agreement. As all the other insurance requirements have been met by the contractor, and there are compelling business reasons for execution of this agreement, the Department recommends that the Board approve this exception to standard insurance requirements, as in the best interest of the County. This exception was approved previously by the Board of Supervisors for the prior contract cycle.

A copy of the Agreement is on file with the Clerk of the Board.

OTHER AGENCY INVOLVEMENT:

County Counsel has approved the agreement as to legal form, and the Auditor for fiscal provisions; Risk Management is unable to sign due the insurance exception.

FINANCING:

Funding in the amount of \$150,000 for maintenance and software development has already been included in Probation's Recommended Budget for FY 18-19. The remaining balance of up to \$324,938 will be included in the budgets for FY 19-20 and 20-21. There is no additional cost to the County General Fund with this recommended action.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This recommendation supports the Board of Supervisor Strategic Initiatives of: a) Administration, through the enhancement of the Department's case management infrastructure; and b) Public Safety by maintaining and expanding features for the tracking of information on offenders and victims.

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

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Approved by: Marcia Parsons, Chief Probation Officer, ext. 3913



Attachment:

Agreement with Homeland Justice Systems, Inc., FY 18-19, FY 19-20 and FY 20-21 for Smart Probation Case Management System