



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: 16-553, **Version:** 1

- a. Authorize the Contracts/Purchasing Officer to execute an Agreement with Karpel Solutions, Inc., for annual software support, electronic discovery and training services, for the period of July 1, 2015 through June 30, 2018, in the maximum amount of \$232,500.00;
- b. Authorize the Contract/Purchasing Officer, County Counsel and the District Attorney to sign and execute the appropriate documents and verifications when required; and
- c. Authorize the Contracts/Purchasing Officer to issue purchase orders on an as-needed basis pursuant this Agreement over the period of July 1, 2015 through June 30, 2018.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Authorize the Contracts/Purchasing Officer to execute an Agreement with Karpel Solutions, Inc., for annual software support, electronic discovery and training services, for the period of July 1, 2015 through June 30, 2018, in the maximum amount of \$232,500.00;
- b. Authorize the Contract/Purchasing Officer, County Counsel and the District Attorney to sign and execute the appropriate documents and verifications when required;
- c. Authorize the Contracts/Purchasing Officer to issue purchase orders on an as-needed basis pursuant this Agreement over the period of July 1, 2015 through June 30, 2018.

SUMMARY:

It is requested that the Board authorize the Contracts/Purchasing Officer to sign a standard Agreement with Karpel Solutions, Inc., and to issue purchase orders on an "as needed" basis, in the aggregate amount not to exceed \$232,500.00, over the period of July 1, 2015 through June 30, 2018. The services provided are for the annual support and hosting services of the District Attorney's case management system, for electronic discovery services and training database support.

DISCUSSION:

Karpel Solutions, Inc. has previously and separately contracted with the County for the provision of a comprehensive case management system for the District Attorney's Office; the system is hosted remotely by Karpel, residing on servers external to County premises. This case management system is known as PROSECUTORbyKARPEL (PbK). The agreement to which is an attachment relates to: (1) the maintenance hosting services; (2) the expansion of new services, specifically the implementation of the electronic Discovery module in that PbK system; and (3) implementation of a training data base which mirrors the county's current configuration.

OTHER AGENCY INVOLVEMENT:

Risk Management cannot approve the agreement as services have already commenced prior to the term of the insurance documents, however those documents are complete and satisfactory commensurate with the dates therein. County Counsel has approved the Agreement as to form.

FINANCING:

Funding is available within the existing budget for the District Attorney, and future funding is anticipated to

continue.

Prepared by: Bruce Suckow, Finance Manager II, Ext. 5259

Approved by: Dean D. Flippo, District Attorney, Ext. 5470

Attachments:

Karpel Agreement