

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT District Attorney	(2) MEETING DATE 9/25/2012	(3) CONTACT/PHONE Timothy S. Covello, 781-5800 Phil Henry, 781-1525	
(4) SUBJECT Request to approve a contract (Clerk's File) with Karpel Solutions, Inc. to provide a replacement for the District Attorney Case Management System and related services, and a corresponding budget adjustment in the amount of \$552,460 to fund the project. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board: 1) Approve the contract for implementation of a replacement for the District Attorney Case Management System and Services, including a three year support agreement and annual renewal options for two additional years, with Karpel Solutions, Inc. totaling \$412,500, and 2) Approve the awarding of the U.S. Department of Justice Community Oriented Policing Services (COPS) Technology Program Grant Award to Fund Center (FC) 132 in the amount of \$187,060; and 3) Approve a budget adjustment in the amount of \$552,460 using Federal Community Oriented Policing Services (COPS) Technology grant funds (\$187,060) and DA Automation Trust funds (\$365,400) as the financing source in FC 132 - District Attorney; increase appropriations in capital outlay by \$510,160 in FC 266 - Countywide Automation Replacement, and increase services and supplies by \$42,300 in FC 132 - District Attorney.			
(6) FUNDING SOURCE(S) COPS Technology Grant, DA Automation Trust	(7) CURRENT YEAR FINANCIAL IMPACT \$552,460	(8) ANNUAL FINANCIAL IMPACT \$552,460	(9) BUDGETED? No
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business (Time Est. _____)			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) 19001207		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: 1213031 <input checked="" type="checkbox"/> 4/5th's Vote Required <input type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A Date _____	
(17) ADMINISTRATIVE OFFICE REVIEW Geoff O'Quest, Administrative Analyst			
(18) SUPERVISOR DISTRICT(S) All Districts -			

County of San Luis Obispo



TO: Board of Supervisors

FROM: District Attorney / Gerald T. Shea

DATE: September 25, 2012

SUBJECT: Request to approve a contract (Clerk's File) with Karpel Solutions, Inc. to provide a replacement for the District Attorney Case Management System and related services, and a corresponding budget adjustment in the amount of \$552,460 to fund the project. All Districts.

RECOMMENDATION

It is recommended that the Board:

- 1) Approve the contract for implementation of a replacement for the District Attorney Case Management System and Services, including a three year support agreement and annual renewal options for two additional years, with Karpel Solutions, Inc. totaling \$412,500, and
- 2) Approve the awarding of the U.S. Department of Justice Community Oriented Policing Services (COPS) Technology Program Grant Award to Fund Center (FC) 132 in the amount of \$187,060; and
- 3) Approve a budget adjustment in the amount of \$552,460 using Federal Community Oriented Policing Services (COPS) Technology grant funds (\$187,060) and DA Automation Trust funds (\$365,400) as the financing source in FC 132 - District Attorney; increase appropriations in capital outlay by \$510,160 in FC 266 - Countywide Automation Replacement, and increase services and supplies by \$42,300 in FC 132 - District Attorney.

DISCUSSION

The District Attorney is the public prosecutor with constitutional and statutory authority and responsibility to protect public safety by prosecuting all criminal cases, juvenile adjudications, probation/parole revocations and mental disordered offender cases in the County of San Luis Obispo that are investigated and submitted by more than fourteen law enforcement agencies (e.g. the Sheriff's Office, all municipal police agencies, CDCR/ California Men's Colony and Atascadero State Hospital as well as other county and state agencies). These cases average more than 18,000 a year.

To effectively prosecute these cases, manage and keep necessary and statutorily required records of these cases requires a complex case management system that can be integrated with the court and other criminal justice partners. Currently, these cases are managed on the county mainframe that is more than twenty years old.

One of the major goals of the County-wide Information Technology Strategic Plan is to transfer all applications and data away from the IBM mainframe computer on to modern hardware and software platforms. Modernization of other law and justice applications has already taken place – notably the Criminal Justice Information System (CJIS), the Sheriff's Jail Management and Records Management Systems and the Probation Case Management System. Work is also underway to identify candidate replacements for the Probation Collection Accounting System (LQ). In addition, a Request for Proposal (RFP) process is underway by the Superior Court to find a replacement for their legacy mainframe court

management system which also runs on the County mainframe computer. The District Attorney has made it a priority to maintain maximum integration with all criminal justice partners upon migration from the mainframe to a new case management system.

Updating, enhancing and adding new functionality in support of DA operations is necessary to maintain integration with all criminal justice partners. The ability to copy and paste, and other graphical and visual benefits provided by modern applications, will enhance integration going forward, will increase efficiencies and in the long run reduce District Attorney reliance on General Services Agency Information Technology Department for production of statistics and reports.

There are several integrated applications currently used to support District Attorney business operations. The applications include the District Attorney County Integrated Case Management system (LD), the Document Processor (Doc Proc or LE) used to create filing documents for Court, the Bad Check system (JB) used by the Economic Crimes Unit and the Victim/Witness Tracking system (LV) used to support the Victim Witness program. These applications were written in-house by General Services Agency Information Technology software engineering staff and most date back to the early 1990s. The Victim/Witness Tracking system (LV) was developed in 2000.

In January of 2012, the County issued an RFP to evaluate vendors of district attorney case management systems and services. As a result of that competitive process, Karpel Solutions, Inc. was recommended by the project selection committee and that recommendation was approved by the project Steering Committee (comprised of representatives from the County Administration Office, General Services Agency Administration and General Services Administration Information and Technology Department, and the District Attorney's Office), as was the Statement of Work appended to the Contract.

Karpel was selected because it was the only vendor that demonstrated the ability and willingness to provide the requisite exchanges and interfaces required for integration with the court and other criminal justice partners through the CJIS hub, at a lower, long-term cost. Contract negotiations have been completed and the Information Technology Executive Steering Committee has given approval for implementation of the project.

OTHER AGENCY INVOLVEMENT/IMPACT

Information Technology personnel from the County's General Services Agency have been involved in the RFP process to assist the DA's Office in defining the requirements and specifications for the replacement system and will provide project management and technical support during the implementation project.

The Sheriff Office, the Probation Department, and the Superior Court, will be involved in testing the new system to ensure that data interfaces are functional when migrated from the mainframe to the new system. This activity will be coordinated through the existing Technical Policy Committee (TPC), which includes County Law and justice agencies, including the Courts.

The contract with Karpel Solutions, Inc. has been reviewed by County Counsel as to form and legal effect. Consultation has been had with the County's Auditor/Controller's Office for use of proper accounting procedure and methodology, along with coordination of Budget Adjustment Request preparation.

FINANCIAL CONSIDERATIONS

Existing automation trust and technology program grant funds will be used for the cost of the purchase and installation of the case management system from Karpel. This requested action will have no impact on the budgeted level of General Fund Support for Fund Center 132 – District Attorney. No County match is required for the grant.

EXPENSES:	District Attorney	Countywide Automation Replacement	Total
Karpel Solutions, Inc. Contract			
Software & Svcs-Contractor		\$ 370,200	\$ 370,200
1st Year Software Support and Updates	\$ 42,300		\$ 42,300
Total Contract	\$ 42,300	\$ 370,200	\$ 412,500
Hardware, Software & Equipment		\$ 139,960	\$ 139,960
County IT Project Manager		\$ 225,685	\$ 225,685
Total Project Expenses:	\$ 42,300	\$ 735,845	\$ 778,145
FUNDING:			
Automation Fund-District Attorney	\$ (365,400)		\$ (365,400)
Federal COPS Grant-District Attorney	\$ (187,060)		\$ (187,060)
Countywide Automation Replacement Fund		\$ (225,685)	\$ (225,685)
Total Project Funding:	\$ (552,460)	\$ (225,685)	\$ (778,145)

The additional costs associated with this project include staff hours totaling \$225,685 in the County Information Technology Department, which have been appropriated in FC 266 – Countywide Automation in Fiscal Year 2012-13 and are therefore not included in the requested budget adjustment totaling \$552,460. Additional IT costs associated with the project for interface development and server/PC support will be provided as needed by existing staff already included in the IT Department's adopted FY 2012-13 budget.

RESULTS

The District Attorney will have a single, integrated system to replace all legacy platforms thereby contributing to the County-wide Information Technology departments strategic plan goal of eliminating the mainframe computer, and its corresponding costs.

Collaboration between local law enforcement agencies will be enhanced due to improvements in data sharing and data quality, and the speed of that information exchange.

The integrated document management functionality will reduce the amount of paper required for day-to-day operations, providing both cost and environmental benefits to the County.

The District Attorney has also negotiated future enhancements to the system that have been included in the Contract price. Those enhancements will further improve the processes by which case discovery documents and subpoenas are managed by providing electronic vs. paper distribution which should make that workflow more efficient and reduce time and cost of producing management reports.

ATTACHMENTS

1. Attachment 1 - Clerk's Filed Cover Letter