

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

(1) DEPARTMENT Probation	(2) MEETING DATE 10/8/2013	(3) CONTACT/PHONE Chief Deputy Edward Liebscher, 781-5310	
(4) SUBJECT Request to approve a contract for replacement of the Probation Department's collection case management system with a Commercial Off the Shelf (COTS) software package and a corresponding budget adjustment in the amount of \$281,292 in Fund Center 139 – Probation.			
(5) RECOMMENDED ACTION It is recommended the Board 1) approve and direct the Chair to sign the Contract with Sustain Technologies, Inc. to provide the Probation Department with a new Collection Case Management System and Services, and 2) approve a budget adjustment in the amount of \$281,292 using funds set aside in the Law Enforcement Trust Fund for Fund Center 139 – Probation and increase appropriation in Capital Outlay by \$185,000 and Services and Supplies appropriation by \$96,292.			
(6) FUNDING SOURCE(S) Probation Dept Law Enforcement Trust Account	(7) CURRENT YEAR FINANCIAL IMPACT \$281,292.00	(8) ANNUAL FINANCIAL IMPACT \$62,500.00	(9) BUDGETED? Yes
(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) 19001345		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: 1314035 <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: Probation / Chief Deputy Edward Liebscher, 781-5310

DATE: 10/8/2013

SUBJECT: Request to approve a contract for replacement of the Probation Department's collection case management system with a Commercial Off the Shelf (COTS) software package and a corresponding budget adjustment in the amount of \$281,292 in Fund Center 139 – Probation.

RECOMMENDATION

It is recommended the Board 1) approve and direct the Chair to sign the Contract with Sustain Technologies, Inc. to provide the Probation Department with a new Collection Case Management System and Services, and 2) approve a budget adjustment in the amount of \$281,292 using funds set aside in the Law Enforcement Trust Fund for Fund Center 139 – Probation and increase appropriation in Capital Outlay by \$185,000 and Services and Supplies appropriation by \$96,292.

DISCUSSION

The Probation Department collects fines, fees and restitution from probationers for court ordered debt. In addition, Probation collects fees for several other agencies including Drug and Alcohol Services and the Public Defender. The Probation Department has approximately 30,000 active collection accounts that are valued at approximately \$40,500,000.

In January of 2012, the County issued a Request for Proposal (RFP) to evaluate potential vendors to replace the Probation Department's current collection case management systems and services. As a result of that competitive process, Sustain Technologies, Inc. was recommended by the project selection committee and approved by the project Steering Committee. Sustain has agreed to adapt their eCourt system to comply with the Probation Department's requirements as stated in their response to the County's RFP, including the exchange of information with other systems at the State and County levels. Contract negotiations have been completed and the County's Information Technology Executive Steering Committee has given its approval to start the implementation project.

JUSTIFICATION

The Probation Department currently uses a collection case management system, commonly referred to as LQ, which was developed by the County twenty-one (21) years ago using Micro Focus™ COBOL technology. The Micro Focus™ environment is no longer supported by the vendor and must be replaced.

One of the major goals of the 2013 County-wide IT Strategic Plan is to ensure sustainable and adaptable technology infrastructure, including the pursuit of Commercial off the Shelf (COTS) software packages when replacing existing applications. The purchase of Sustain Technology Inc.'s eCourt system is in perfect alignment with this goal.

ALTERNATIVES CONSIDERED

The Probation Department and County IT could continue to use and maintain the current 21-year old Micro Focus™ COBOL technology. However, the Micro Focus™ environment is no longer supported by the vendor and has many programming issues that would be expensive to correct and continue to be expensive to be maintained by County ITD staff.

OTHER AGENCY INVOLVEMENT/IMPACT

General Services Agency Information Technology personnel have been involved in the RFP process to define requirements and specifications for a replacement system and will provide project management and technical support during the implementation project.

County Law and Justice partners and the State Franchise Tax Board will be involved in testing the new application to ensure that data interfaces are functional when migrated from LQ to the new system. This activity will be coordinated through the existing criminal justice Technology Policy Committee (TPC).

FINANCIAL CONSIDERATIONS

The funds for the purchase in the amount of \$246,292, plus an additional \$35,000 in contingency funds for potential additional implementation costs, are currently in the Probation Department law enforcement trust fund. In subsequent years up through year five, the ongoing licensing fee will be \$50,000. Maintenance and support costs will be \$12,500 for the first year and re-evaluated in subsequent years. These annual costs will be funded from the existing Probation Department budget. No additional General Fund support will be requested as a result of implementing this Contract.

RESULTS

The Probation Department will have a collection system built with modern technology. County staff will be trained to use and support the system which will reduce costs over time compared to maintaining an antiquated in-house system.

Integrated document management functionality in eCourt will reduce the amount of paper required, providing both cost savings and environmental benefits.

Collaboration between local law enforcement agencies and the State of California will be enhanced due to improvements in data sharing and data quality.

ATTACHMENTS

1. Contract with Sustain Technologies, Inc. for Probation LQ System replacement
2. Statement of Work - Exhibit F, Sustain Inc.
3. SLO Professional Services Agreement with Sustain 10.08.2013
4. SLO Software License Agreement with Sustain 10.08.2013