

Procurement and Contracts
Request for Waiver of Outside Review Requirement
(Board of Supervisors Policy C – 17, Section 7.11)

7.11 Contracts over \$100,000 For any contract over \$100,000, inclusive of amendments, the contractor selection process must include a review of the scope of services and the contractor's professional qualifications. This review shall be performed by a group of individuals qualified to judge the contractor's ability to perform the services. The group must include at least one representative from outside the department requesting the services. If services are requested by a division or department of an agency, the outside representative may be an employee of another department or division within that agency. Departments are responsible for documenting compliance with this section. Any process used for the selection of a contractor for a contract in excess of \$100,000 must have occurred within three years of the date of the proposed contract or contract amendment. When appropriate, and with concurrence from the Chief Administrative Officer, the Purchasing Agent may waive the requirements set forth in this section. This section is not applicable to contracts for legal services.

Department Name: Probation

Dept. Contact: Darci Prall

Phone #: 6076

Service: maintenance and support services and to provide product subscription service for Ce Connect Licensed Software Products and Modules as part of AutoMon's proprietary probation, pretrial and parole case management software

Vendor: AutoMon, LLC

Contract Term: 3 years

Contract Amount: \$170,486.96

One (1) year term of July 24, 2017 through July 23, 2018. This Agreement may be extended for two (2) additional one-year terms if written notice is given by the Chief Probation Officer to the Contractor at least thirty (30) days prior to the expiration date of a term.

Prior Contract Number: 064-S1510, AMDT I
047-S1610, AMDT I

Prior Term: 07/24/14 – 07/23/17
07/09/15-07/08/2018

Prior Contract Amount: \$148,000
\$44,819.75

*Agreements 064-S1510 and 047-S1610 will be combined into the new agreement.

Reason for waiver request (may attach memo and other documentation):

1. RFP 15-918-071 was completed 3/10/17 – However no award was made at the time.
2. AutoMon is the Probation Department's current Case Management System provider.
3. It would be inefficient and cost prohibitive to change service providers, as the CMS is robust and all-encompassing for the Probation Department.

SEE ATTACHED

Approved: X

Disapproved: _____

 D. Prall
Purchasing Agent

 6/21/17
Date

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Approved: X

Disapproved: _____

[Signature]
Purchasing Agent

 6/21/17
Date



Ashley Wells <ashley.wells@edcgov.us>

Case Management RFP

1 message

Steve Heggen <steve.heggen@edcgov.us>
To: Ashley Wells <ashley.wells@edcgov.us>
Cc: Brian Richart <brian.richart@edcgov.us>

Wed, Mar 8, 2017 at 11:28 AM

We are formally concluding our RFP issued August 10, 2015 for a new case management system with "no bid awarded." The process allowed us to evaluate our current system in relation to others and determine that we were best served by remaining with our current system for the time being.

Thank you for your assistance in monitoring and managing this process.

Stephen 'Steve' Heggen
Deputy Chief Probation Officer
530-573-3081

REQUESTED EVAL & SCORING DOCS 3/17/17. UNW.