



## Legislation Details (With Text)

**File #:** 24-0923      **Version:** 1

**Type:** Agenda Item      **Status:** Approved

**File created:** 5/9/2024      **In control:** Board of Supervisors

**On agenda:** 6/25/2024      **Final action:** 6/25/2024

**Title:** District Attorney recommending the Board:  
 1) Approve and authorize the continuation of perpetual agreement 01-098-01 (FENIX Contract 276) with the State of California Department of Justice for laboratory analysis services in the estimated annual cost of \$30,000;  
 2) Approve and authorize the continuation of perpetual agreement 6126 with Karpel Computer Systems for Microsoft Office and M365 licenses in the estimated annual cost of \$49,500; and  
 3) Approve and authorize the continuation of perpetual Agreement 4038 and authorize the Chair to execute Amendment II to the Agreement with Karpel Computer Systems for Case Management System on-going support fees in the estimated annual cost of \$75,000.

**FUNDING:** General Fund (81%) and Non-General Fund (19%).

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - DA Perpetuals 2024, 2. B - State of CA DOJ C# 276, 3. C - Karpel C# 6126 Amd II FE, 4. D - Karpel C# 6126 Amd I FE, 5. E - Karpel C# 6126 FE, 6. F - Karpel C# 4038 Amd II PE, 7. G - Karpel C# 4038 Amd II Blue Route Approved, 8. H - Karpel C# 4038 Amd I FE, 9. I - Karpel C# 4038 FE, 10. Executed Karpel C# 4038 Amd II

Date	Ver.	Action By	Action	Result
6/25/2024	1	Board of Supervisors	Approved	Pass

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### DISCUSSION / BACKGROUND

In accordance with Board Policy C-17, Departments are required to obtain authorization from the Board of Supervisors, initially, and on an annual basis, to utilize any contract that does not have a stated contract term and exceeds the Purchasing Agent authority. The District Attorney's Office has Board-approved contracts that meet the above requirements with the State of California Department of Justice and Karpel Computer Systems.

### Department of Justice (Contract 276)

Since March 2005, the District Attorney's Office has contracted with the State of California Department of Justice (DOJ) who provides laboratory analysis of blood and urine samples for drugs and alcohol, a breath alcohol testing program, training and retraining of staff, and other administrative and logistical support of field breath alcohol tests. The cost of services is \$35 per subject tested, and the District Attorney's Office estimates the total annual cost of \$30,000.

### **Karpel (M365) (Contract 6126)**

In November 2021, the Board authorized the department to enter into a perpetual software agreement with Karpel for the procurement of 75 Microsoft Office/M365 licenses, as well as one-time cost for migration services from G-Suite to M365. Since then, the District Attorney's office amended Agreement 6126 to increase the number of M365 licenses from 75 to 85 and add the Microsoft Office 365 G5 Compliance GCC license with an annual cost of \$153.60. The G5 Compliance GCC license is used to assist with the high volume of Public Request Act (PRA) inquiries. The estimated annual on-going cost for the 85 M365 licenses and the M365 G5 Compliance GCC license is \$49,500.

### **Karpel (Case Management) (Contract 4038)**

In April 2019, the Board of Supervisors approved the replacement of existing case management systems for the District Attorney's Office and the Public Defender's Office, moving to a consolidated, single database case management system by Karpel Solutions, which provides a comprehensive, modern system able to meet the business needs of both departments. Via Agreement 4038, the District Attorney's Office has implemented Prosecutor by Karpel, a case management system that allows statewide data sharing, automated workflow, in-court processing screens, evidence training, case reporting, and 24-hour support.

In June 2023, Amendment I was executed to include the following: Records Information Management Software (RIMs) interface retroactive to December 2022 with an annual maintenance cost of \$2,000 (implementation fee was waived); eCourts interface retroactive to April 2023 with a one-time implementation fee of \$25,000 and an annual maintenance fee of \$5,000; JasperSoft Reporting Tool with a one-time implementation fee of \$2,000 and an annual fee of \$10,000; and revise the contract language to include clarification on the process to add licenses, storage billing language, and data breach language. The proposed Amendment II will allow for the increase of the annual hosting fee from \$100/user to \$150/user.

The District Attorney's Agreement 4038 has an anticipated annual program support cost of \$75,000. The continuation of Karpel Agreement 4038 is recommended based on the high-quality product and support provided for the Karpel Case Management systems.

## **ALTERNATIVES**

If the Board does not approve the continued use of these agreements, the District Attorney's Office would be unable to perform the related services that are integral to the investigation and prosecution of criminal cases.

## **PRIOR BOARD ACTION**

06/25/2019 Legistar file 19-0931 - Approval of the District Attorney's perpetual agreements in June 2019.

06/23/2020 Legistar file 20-0736 - Approval of the District Attorney's perpetual agreements in June 2020.

04/13/2021 Legistar file 21-0379 - Approval of the District Attorney's, Public Defender's, and Information Technologies perpetual Karpel agreements in April 2021.

06/22/2021 Legistar file 21-0941 - Approval of the District Attorney's perpetual agreements in June 2021.

11/16/2021 Legistar file 21-1766 - Board approved and authorized the PA to execute Karpel agreement 6126 for Microsoft Office/ M365 licenses and migration services.

05/24/2022 Legistar file 22-0489 - Approval of the District Attorney's perpetual agreements in May 2022.

06/06/2023 Legistar file 23-0842 - Approval of the District Attorney's perpetual agreements in June 2023.

#### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Procurement & Contracts, County Counsel

#### **CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

#### **FINANCIAL IMPACT**

There is no change to net county cost. Sufficient appropriations are included in both the District Attorney's Fiscal Year 2023-24 and 2024-25 budgets.

#### **CLERK OF THE BOARD FOLLOW UP ACTIONS**

Upon approval, Clerk of the Board to return one (1) executed copy of Amendment II to Agreement 4038 to the Chief Administrative Office Central Fiscal Division, attention Kelley Lawrie.

#### **STRATEGIC PLAN COMPONENT**

N/A

#### **CONTACT**

Vern Pierson, District Attorney