



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240


Department Name: Sheriff  
Department No.: 032  
For Agenda Of: 01/24/2017  
Placement: Administrative  
Estimated Time: N/A  
Continued Item: No  
If Yes, date from:  
Vote Required: 4/5ths

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**TO:** Board of Supervisors

**FROM:** Department Bill Brown, Sheriff, x4290  
Director(s)  
Contact Info: Jeffrey Warren, Lieutenant x4239

**SUBJECT:** Request for Waiver of Competition for the Purchase of a Software Upgrade to the Jail Management System for the Custody Operations Branch of the Sheriff's Office



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**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:**

As to form:

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve and authorize the chair to execute an Agreement with The ACT 1 Group, Inc. (dba Advanced Technology Information Management Systems-ATIMS) to provide a software upgrade to the Jail Management System for the Custody Operations Branch of the Sheriff's Office in the amount of \$640,000 as sole source procurement without being required to conduct a formal bid process.
- b) Approve Budget Journal Entry #0004880 to release \$640,000 in fund balance to fund the purchase of the software for five (5) years beginning January 25, 2017 through January 24, 2022
- c) Determine that the above actions are government fiscal activities or funding mechanisms which do not involve any commitment to any specific project which may result in a potentially significant impact on the environment, and are therefore not a project under the California Environmental Quality Act (CEQA) pursuant to section 15378(b)(4) of the CEQA guidelines.

**Summary Text:**

This upgrade to our current system will overhaul the outdated enterprise Jail Management System (JMS) currently in use. State mandates and administrative needs have grown to exceed the scope of the current system. ATIMS will provide the Sheriff's Office with a highly configurable JMS. With the addition of the technologically advanced Northern Branch Jail coming in early 2019, it is imperative that we secure a quality JMS that will be flexible enough to accommodate the growth and changes in the coming years. Our current system does not allow the ability to manage two different facilities.

Pursuant to County Code Section 2-39, the Sheriff's Office requests a competitive bid waiver so we maintain continuity with our current vendor (ATIMS), reduce the difficulty of data conversion, and take advantage of the significantly discounted price to upgrade our jail management system.

**Background:**

The current JMS was purchased and installed in 2005 from ATIMS. System administration and customizations had to be performed by ATIMS. This resulted in ATIMS performing any requested changes at an additional cost to the County. There were no provisions in the previous contract to receive software upgrades as newer versions were produced. Even if these provisions existed, modifications or changes could not be made without the risk of adversely affecting other areas of the system. The JMS is now over 11 years old and obsolete.

Initially we were planning to go out to bid for a new JMS. In January 2016, we published a Request for Qualification (RFQ) for Consultant Services to help us in the procurement process. As this process progressed and prior to its completion, we received a cost proposal of a significantly discounted rate from ATIMS to upgrade to their newest version of the JMS. Their cost for the upgrade was about a one-third of the cost that we would have obtained through the RFP process. By comparison, in 2012 Alameda County paid approximately \$2.3 million and in 2013 Solano County paid \$2.2 million for the same product we will be receiving. Also, by choosing to continue with ATIMS, we are able to eliminate a majority of the data conversion and associated cost that would have to occur with a new vendor. We are very familiar with ATIMS and have a great working relationship with them.

We visited three counties that purchased and installed the newest ATIMS product. They have spent a lot of time working with ATIMS to refine their product. This is a great benefit to our agency as the other counties' input and changes that were made to the ATIMS product resulted in improvements that are well suited for our agency.

ATIMS' newest version of the JMS is a highly configurable state-of-the-art system. It is a browser-based JMS that will provide our staff with the ability to make changes and customizations as the workflow processes change. We will have the ability to create custom reports, forms, work queues, custom field entries and custom interfaces that we do not currently have.

An area that has been significantly enhanced is the reporting section. When we visited Alameda, Solano and San Mateo Counties, the staff had been very successful in having ATIMS create several standard reports that has allowed them to produce a large amount of the reports that have been requested. They noted that the ability to customize the reports based on their needs has been the key to this. We are very confident that this upgraded system will produce the data and reports that have eluded us in the past.

The new JMS' capabilities, customizability and the ongoing advancement of the system as newer versions all contribute to why this system is the right choice for the Sheriff's Office and the County.

JMS has been enhanced to use biometrics for officer log on as well as inmate identification. It will be able to interface with other systems such as the Courts new Tyler Odyssey, Aramark's systems, Sheriff's Warrant system, and Sheriff's new Data-Works Plus Live Scan system as well as the ability to share data between the different criminal justice partners.

The cost to purchase the software upgrade for our JMS provided by ATIMS is \$640,000. As this cost exceeds Purchasing's authority to issue a purchase order without completing a bid process, the Sheriff's Office requests a competitive bid waiver so we so we maintain continuity with our current vendor (ATIMS), reduce the complexity of data conversion and take advantage of the significantly discounted price to upgrade our jail management system.

Additionally, ATIMS was recently awarded contracts to provide their JMS to Sacramento County and to San Joaquin County.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund	\$ 640,000.00	\$ 69,320.00	\$ -
State			
Federal			
Fees			
Other:			
<b>Total</b>	<b>\$ 640,000.00</b>	<b>\$ 69,320.00</b>	<b>\$ -</b>

Narrative: ATIMS has provided a cost proposal is \$640,000 for the system upgrade. As part of this contract, ATIMS will provide the Sheriff's Office with ten (10) customized reports. The complete details of the ATIMS Cost Proposal Summary are included in the contract as Exhibit G – Project Deliverables. This document provides a breakdown of the ATIMS costs associated with this project.

The ongoing cost for yearly support and maintenance is \$69,320 per year. The first year of support and maintenance is included in the contracted amount. In addition to the software support and maintenance, there are provisions for ATIMS to annually provide 2 days on-site training and, if necessary, the creation of two custom reports. The amount will increase by 3% annually.

On 06/21/2016, BJE-0004539 transferred \$640,000 from the Unused Salary and Benefit budget to Capital Projects for a new Jail Management System. This revision funded a critical project for the Sheriff's Office, the purchase of a new Jail Management System, with unused Salary and Benefit appropriation in the Sheriff's Office, General Fund. This entry shifted appropriation from the General Fund, 6000 series line items to Committed Fund Balance Fund 0030 for project 2220, JMS.

**Key Contract Risks:**

ATIMS, a subsidiary of The ACT 1 Group, Inc., is a privately held company based in Chatsworth, California. A review of the financial data provided by the firm indicates profitability over the last five years with significant growth in revenues since 2012. ATIMS markets a jail management software suite that has been purchased by several California counties. It appears that ATIMS is a viable organization with a product that works in the custodial environment.

**Special Instructions:**

Clerk of the Board, please send an official minute order to the Sheriff's Office, Attention Lieutenant Jeffrey Warren and the Purchasing Agent, General Services Department.

**Attachments:**

- A. Agreement for Services with The ACT 1 Group, Inc., dba ATIMS
- B. BJE 0004880

**Authored by:**

Jeffrey Warren, Lieutenant- Sheriff's Office