



**MEMORANDUM
PROCUREMENT**
County of Placer

TO: Honorable Board of Supervisors **DATE:** August 31, 2021
FROM: Todd Leopold, County Executive Officer
BY: Brett Wood, Purchasing Manager
SUBJECT: eProsecutor Management Annual Software License and Maintenance Fee and
Hosting Fee – Journal Technologies Inc.

ACTION REQUESTED

1. Approve the purchase of an annual license, maintenance, and hosting fee with Journal Technologies, Inc. of Logan, UT for the District Attorney's eProsecutor case management software in the aggregate amount of \$165,900 for the period of August 3, 2021, through August 2, 2022.
2. Approve the option to renew agreement's software license and maintenance fee and hosting fee on a year-to-year basis for two additional one-year terms subject to a 5% annual increase and authorize the Purchasing Manager to sign all required documents subject to departmental concurrence and available funding.

BACKGROUND

On December 6, 2016, the Board of Supervisors approved an agreement for the purchase of the eProsecutor Case Management Software System from Journal Technologies, Inc. of Logan, UT on behalf of the District Attorney's Office. The eProsecutor software is a cloud-based solution that allows attorneys to access the case management system from anywhere. The Placer County Superior Court also uses eCourt, which is also a cloud-based system made by Journal Technologies Inc, which allows for a more seamless integration between the DA's Office and the Court. This integration enables the attorneys to have access to the appropriate files in the court, through their computer or other tablet devices.

The case management system was fully implemented in August of 2020. The annual license term commenced on the date of Go Live and will be renewed for successive one-year periods. The current license term expired August 2, 2021. The annual license, maintenance, and hosting fee are subject to a 5% annual increase. The renewal fees of \$165,900 are within the stated agreement cap.

The license, maintenance, and hosting fee are required to keep the licensed software current and maintain hosting services. Procurement Policy Section 3.5D permits an exception to the competitive bidding process for renewals if the Purchasing Agent or designee determines that it is in the best interest of the County.

Honorable Board of Supervisors

August 31, 2021

eProsecutor Management Annual Software License and Maintenance Fee and Hosting Fee –
Journal Technologies Inc.

Page 2

The actions requested exceed the Purchasing Manager's authority. Therefore, your Board's approval is required to authorize the purchase of the annual Journal Technologies Inc. software license, maintenance, and hosting fee in the aggregate amount of \$165,900 for the period of August 3, 2021, through August 2, 2022 and future annual renewals.

FISCAL IMPACT

Funding for this purchase is contained within the District Attorney's FY 2021-22 Budget, Cost Center CC11001 and Program PG110003. There is no additional impact to the County General Fund.