



MEMORANDUM
PROCUREMENT SERVICES DIVISION
County of Placer

TO: Honorable Board of Supervisors **DATE:** October 25, 2022
FROM: Jane Christenson, Acting County Executive Officer
BY: Brett Wood, Purchasing Manager
SUBJECT: Caseload Explorer Annual Software Maintenance and Support – AutoMon LLC

ACTION REQUESTED

1. Approve an increase to contract number SCN104709 with AutoMon LLC of Scottsdale, AZ for software license fees, support and related services for the Probation Caseload Explorer case management system in the amount of \$14,236.79 for a revised maximum amount of \$113,894.58 through November 30, 2022.
2. Authorize the Purchasing Manager to sign all required documents subject to department concurrence and available funding.

BACKGROUND

On October 26, 2021, your Board approved a five-year agreement with Tyler Technologies, Inc for the purchase and implementation of a Case Management System for use by the Placer County Probation Department. During the implementation, Probation is continuing to use its existing case management system - AutoMon LLC's Caseload Explorer.

To ensure sustained access for probation officers to the Department's criminal offender database (currently housed in AutoMon's system and migrating into Tyler's), the Probation Department hopes to retain redundant access to its records while ensuring the new system is operational and fully functional. AutoMon is the sole licensor of the software. Software fees must be paid to AutoMon for maintenance, use, and support of the system. The current maintenance and support agreement expires on October 31, 2022. Once the system cutover and system testing have been completed, estimated to be completed by the end of November 2022, Probation will no longer require software support from AutoMon.

The requested action exceeds the Purchasing Manager's authority and requires your Board's approval in accordance with the Purchasing Policy.

FISCAL IMPACT

The total cost of this contract is \$133,894.58. Funding for the contract increase of \$14,236.79 is included in the FY2022-23 budget for CC18001 - Probation Department. Funds are not encumbered until services are provided against the contract.

ATTACHMENTS

Honorable Board of Supervisors

October 25, 2022

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None