

**MEMORANDUM**  
**COUNTY OF PLACER**  
**ADMINISTRATIVE SERVICES DEPARTMENT**  
**PROCUREMENT SERVICES DIVISION**

**TO:** Honorable Board of Supervisors  
**FROM:** Jim Boggan, Purchasing Manager *JB*  
**DATE:** April 27, 2010  
**SUBJECT:** Approve the Renewal of Sole-Source Blanket Purchase Order No. 17127 with Automon LLC for Annual Software License Fees, Support and Related Services for the Probation Caseload Explorer Case Management System in the Maximum Amount of \$111,000.00

**RECOMMENDATION**

Approve the renewal of sole-source Blanket Purchase Order (BPO) No. 17127 with Automon LLC for software license fees, support and related services for the Probation Caseload Explorer case management system in the maximum amount of \$111,000.00 and authorize the Purchasing Manager to sign the resulting documents.

**BACKGROUND**

On September 8, 2009, your Board approved the award of a sole-source BPO with Automon LLC for software license fees, support, and related services for Probation's case management system. The system was designed and provided by Automon. Software license fees and software support fees must be paid each year for maintenance, use and support of the system. Probation budgets an additional amount over the basic cost of maintenance to accommodate occasional programming changes that improve functionality specific to Placer County.

The BPO with Automon expired on March 31, 2010. Automon submitted an invoice on February 16, 2010 for maintenance and support for the next one-year period in the amount of \$85,229.05. The Probation Department anticipates additional, custom programming costs will be \$25,000.00 for the current year. Therefore the department has requested that the blanket purchase order be issued in the maximum amount of \$111,000.00.

Section 1.3(i) of the Purchasing Policy Manual exempts software maintenance from competitive bidding. Additionally, maintenance and updates for the Caseload Explorer system are not available from other vendors.

**FISCAL IMPACT**

The new BPO with Automon will be effective for the period April 1, 2010 through March 31, 2011. Probation's Fiscal Impact Statement is attached.

Attachment: Fiscal Impact Statement

cc: Chris Artim, Senior ASO, Probation Department

**STEPHEN G. PECOR**  
Chief Probation Officer

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Assistant Chief Probation Officer

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## COUNTY OF PLACER

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## PROBATION DEPARTMENT

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### FISCAL IMPACT STATEMENT

**TO:** Honorable Board of Supervisors

**FROM:** Chris Artim, Senior Administrative Services Officer

**DATE:** February 10, 2010

**SUBJECT:** **Fiscal Impact Statement**  
Contract for Automon software services

There is sufficient funding.

The department budgeted \$111,000.00 for system software maintenance and future enhancements when formulating both the current year budget and the proposed budget for fiscal year 2010 - 2011. This amount includes \$86,000 for system maintenance fees as specified in our contract.

The additional \$25,000 allows the department to make changes to the system that is hard coded in the program and only editable by the vendor. The original contract specifies the allowable cost per hour the vendor may charge for these modifications. While unknown at this time what changes, if any, will be needed, the department requires this BPO to allow it to react to law changes, as well as insure the department is able to refresh its ad-hoc reporting model (hard coded into the system) at least twice a year to capture modifications the department makes to the data collected by the system.

This action is not anticipated to have any general fund impact.