

## **RESOLUTION NO. .**

**BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA**

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**RESOLUTION AUTHORIZING: A) A WAIVER OF THE REQUEST FOR PROPOSAL (RFP) PROCESS; AND  
B) THE EXECUTION OF AN AGREEMENT WITH COGNISEN TO PROVIDE DOCASSIST AND FIELDASSIST ARTIFICIAL INTELLIGENCE TOOLS, FOR THE TERM OF MARCH 1, 2025 THROUGH FEBRUARY 28, 2030, IN AN AMOUNT NOT TO EXCEED \$2,654,568.91; AND  
C) THE CHIEF PROBATION OFFICER OR DESIGNEE TO EXECUTE CONTRACT AMENDMENTS AND MINOR MODIFICATIONS NOT TO EXCEED \$25,000 AND/OR MODIFY THE CONTRACT TERM AND/OR SERVICES**

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**RESOLVED**, by the Board of Supervisors of the County of San Mateo, State of California, that

**WHEREAS**, in January 2024, the Board of Supervisors adopted a resolution affirming the importance of maintaining County jobs during advancements in artificial intelligence (AI); and

**WHEREAS**, the Probation Department's agreement with Cognisen demonstrates a clear commitment to the Board of Supervisor's resolution by ensuring that any AI implementation will focus on assisting staff, not replacing them; and

**WHEREAS**, in July 2024, the Probation Department entered into a pilot agreement (MOU) with Cognisen for the contractor to demonstrate the capabilities of their PEARL AI; and

**WHEREAS**, throughout the pilot period, Cognisen worked closely with the Probation Department to customize templates, workflows, and system configurations, ensuring that the AI implementation aligned with departmental standards, addressed key operational challenges, and ultimately improved service delivery; and

**WHEREAS**, upon execution of this five-year agreement, Cognisen will continue to refine the DocAssist tool and begin to build out the FieldAssist tool uniquely for the Probation Department; and

**WHEREAS**, it is in the best interest of the County to waive the competitive proposal process requirement on the basis that Cognisen's AI-powered report generation tool is the only tool specifically designed for the community supervision field that integrates with any case management system and ensures compliance with department standards and guidelines; and

**WHEREAS**, both parties now wish to enter into an agreement, for a five-year term commencing March 1, 2025 through February 28, 2030, in an amount not to exceed \$2,654,568.91;

**NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that the request for proposal process is waived and that the President of the Board of Supervisors be and is hereby authorized and directed to execute said agreement for and on behalf of the County of San Mateo, and the Clerk of this Board shall attest the President's signature thereto.

**BE IT FURTHER RESOLVED** that the Chief Probation Officer or his designee is authorized to exercise the contractual options at their discretion and to execute contract amendments that modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the contract term and/or services so long as the modified term and/or services are within current or revised fiscal provisions.

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