



County of San Mateo

Inter-Departmental Correspondence

Department: DISTRICT ATTORNEY

File #: 22-670

Board Meeting Date: 9/13/2022

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Stephen M. Wagstaffe, District Attorney

Subject: Case management system maintenance agreement with Karpel Solutions

RECOMMENDATION:

Adopt a resolution waiving the Request for Proposals (RFP) Process and authorizing the District Attorney to execute a three year agreement with Karpel Solutions to receive software updates and technical support of Prosecutor by Karpel (PBK) a fully integrated, browser based case management system for the term of October 1, 2022 through September 30, 2025, in an amount not to exceed \$401,397.50.

BACKGROUND:

Prior to 2014, the District Attorney's Office (DAO) had a long-standing need for a case management system. In order to accomplish this, the DAO entered into an agreement with Karpel Solutions to implement the PBK case management system. PBK streamlines our case management needs with an easy to use graphical interface.

DISCUSSION:

It is in the best interest of the County to waive the Request for Proposals (RFP) Process, as we have already invested \$1,404,582.13 with Karpel Solutions to date. A three year contract quote was requested for better cost certainty. Due to the DAO being in contract with Karpel Solutions, there would be no training costs and loss in productivity incurred by renewing. Therefore, it is in the best interest of the County to authorize the DAO to enter into a maintenance contract with Karpel Solutions for a period of three years through FY2025-2026. Approval of the Resolution will allow the DAO to provide its attorneys continued access to PBK for the proper and effective prosecution of criminal cases.

County Attorney has reviewed and approved the resolution as to form.

Approval of the resolution and agreement contributes to the Shared Vision 2025 outcome of a Healthy Community by providing district attorneys with the tools they need to prosecute criminals.

FISCAL IMPACT:

The term of the contract is from October 1, 2022 through September 30, 2025 for a total obligation of \$401,397.50. The funds for the first year has been included in the FY 2022-23 Adopted Budget.