



**Technology Consulting Professional Services - Umayok Novell - RFA 18-276
(Ordinance S-44684)**

Request to authorize the City Manager, or his designee, to enter into a contract with Umayok Novell to provide technology consulting services for the Law Department. The aggregate contract value will not exceed \$360,000 (including applicable taxes), with an estimated annual expenditure of \$72,000. Further request authorization for the City Controller to disburse all funds related to this item.

Summary

The Law Department requires continuous professional IT consulting services for the City Prosecutor's Office proprietary Criminal Case Management system (CRIMES/ePRO) in addition to other related business applications such as RMS, eDiscovery and Victim Services. Umayok Novell has in-depth knowledge of the CRIMES/ePRO application, day-to-day business operations and integration efforts with the Police and Court systems. Continued support for these legacy systems is critical to the operation of the City Prosecutor's Office, which handles approximately 40,000 cases and generates 270,000 victim impact letters annually.

This item has been reviewed and approved by the Information Technology Services Department.

Procurement Information

In accordance with Administrative Regulation 3.10, normal competition was waived as the result of a Determination Memo stating that a competitive process was not needed based on the technical nature of the system and the support required for continuous operation of critical day to day business applications.

Contract Term

The five-year contract term shall begin on or about Jun. 1, 2018.

Financial Impact

The aggregate contract value will not exceed \$360,000 (including applicable taxes), with an estimated annual expenditure of \$72,000. Funds are available in the Law Department's budget.

Responsible Department

This item is submitted by Assistant City Manager Milton Dohoney, Jr. and the Law Department.