Suspension of Competition Acquisition Request

1. Fully describe the product(s) and/or service(s) being requested.
   The services being requested are grouped into four major categories:

   1. Provide software maintenance to department specific applications: PRIMS (Probation Information Management System), PERS (Defendant Portal), JPA (Justice Partner Portal), Sharenet (Law Enforcement Portal), which includes responding to issue/ticket within 24 hours; identify and resolve issues, and avoid re-occurrences; update legacy applications ensuring Probation application remain compatible with evolving technologies and platforms; provide application enhancements by adding and customizing new features, functions, and improvements; audit and verify existing codebase and add or improve code for enhanced performance; provide support with any hardware/software/server migrations; and security and performance optimizations.
   2. Provide software development, which includes creating new systems and enhancements to existing Probation applications; test projects to verify process works properly when deployed; identify all dependencies required to deploy and configure into production; monitoring the system closely to find ongoing issues or changes and make adjustments to ensure optimum performance, create ADHOC reports and queries required for reporting; and work with County IT Security to ensure system configured as per County Standards.
   3. Provide software integration, which includes data processes between department systems; implement County security standards to ensure data transmitted between systems are safe and accurate; create department process to send or receive data to meet standard and format of partnering entities; configure batch into production system per requirements and ensure proper operation, monitoring batch and API endpoint and resolve any identified issues; and provide integration updates.
   4. Provide reporting and data requests, which includes gathering report requirements and validate output; develop and provide queries to generate reports as requested; validation of data results and optimization of queries to increase performance and efficiency; provide backup copies of queries; provide assistance for database migrations and analysis, and optimization of date to main data integrity and efficiency; development of data and table structures to normalize data as per County standards; and support data in various formats i.e. CSV, XML, JSON, etc.

2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.
   Spire Soft LLC (vendor No. 0000399863)
   Meghraj Rawat
   4895 N. Woodrow Ave. Apt. 222
   Fresno, CA 93726
   Phone: (470) 338-2873
   Email: spiresoftllc@gmail.com

3. What is the total cost of the acquisition? If an agreement, state the total cost of the initial term and the amounts for potential renewal terms.
   Rate is $100 per hour for Year one. 5% rate increase yearly..
   Not to exceed $1,264,265

4. Identify the unique qualities and/or capabilities of the service(s) and/or product(s) that qualify this as a Suspension of Competition acquisition.
   The vendor, acting as an employee of his prior employer, was the lead developer creating the primary enterprise management system used by the Probation Department and justice partners. The vendor has the expertise and necessary familiarity with Probations systems and applications: PRIMS (Internal Management System), PERS (Defendant Portal), JPA (Justice Partner Portal), Sharenet (Law Enforcement Portal); batch jobs for e-filing, next hearing import/notification, booking/release import, court orders/CPO imports, and SRQ import/export; Application Programing Interface for Laserfiche, booking, and drug testing import/export; and miscellaneous services including PRIMS Service, Laserfiche Host Service, and Notification Host Service which will allow for efficient and fast service that the department requires and need.

5. Identify from Administrative Policy #34 what circumstances constitute a Suspension of Competition.
   ☐ In an emergency when goods or services are immediately necessary for the preservation of the public health, welfare, or safety, or for the protection of County property.
   ☐ When the contract is with a federal, state, or local governmental agency.
   ☐ When the department head, with the concurrence of the Purchasing Agent, finds that the cost of preparing and administering a competitive bidding process in a particular case will equal or exceed the estimated contract amount or $5,000 whichever is more.

☐ When a contract provides only for payment of per diem and travel expenses and there is to be no payment for services rendered.

☐ When obtaining the services of expert witnesses for litigation or special counsel to assist the County.

☒ When in unusual or extraordinary circumstances, the Board of Supervisors or the Purchasing Agent/Purchasing Manager determines that the best interests of the County would be served by not securing competitive bids or issuing a request for proposal.

6. Explain why the unique qualities and/or capabilities described above are essential to your department.

This vendor was lead developer in the creation of Probation's primary and core enterprise management system used by the department and its justice partners. The department consist of multiple components and is very complexed. If the suspension is not accepted it would severly hinder the department's ability to maintian operations due to the complexity, resources and time for another vendor to become proficient in Probation's vast and specific systems and applications that are tied to State requirements, which if requirements are not met within the required timeframe would open the County to being non-compliant to submit for state grants.

7. Provide a comprehensive explanation of the research done to verify that the recommended vendor is the only vendor with the unique qualities and/or capabilities stated above. Include a list of all other vendors contacted, what they were asked, and their responses.

This vendor has specific knowledge to base architecture design, database structure of Probation PRIMS and various data interfaces with Probation justice partners which is a vital source to continue operations without delay. The department's research included internet search and although on the surface vendors have the expertise of being a developer/coder, they do not have the expertise and knowledge of Probation Department's information management system (PRIMS) this vendor developed and implemented.

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songvang 09/12/2023 4:47:21 PM
Requested By:

Principal Staff Analyst
Title

[⊠ Sign] Double click!

I approve this request to suspend competition for the service(s) and/or product(s) identified herein.

khaynes 09/20/2023 9:25:17 AM
Department Head Signature

[⊠ Sign] Double click!

gcornuelle 9/20/2023 2:33:36 PM
Purchasing Manager Signature

[⊠ Sign] Double click!

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