***Submit completed worksheet to:***

*Siskiyou County Clerk, 311 Fourth St., Rm 201, Yreka, CA 96097*

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** |  | **Meeting Date:** | **April 18, 2023** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Debbie Pimentel/Probation** | **Phone:** | **8884** |
| **Address:** | **805 Juvenile Lane, Yreka, CA 96097** |
| **Person Appearing/Title:** | **Michael Coley, Chief Probation Officer**  |
| **Subject/Summary of Issue:** |
| Corrections Software Solutions, LP (CSS) contract renewalApprove data processing contract with Corrections Software Solutions, LP (CSS) and Siskiyou County Probation Department, renewing the case management software and support for the term of July 1, 2023, to June 30, 2026. CSS has provided case management software support and maintenance to the Probation Department since 2014.  |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | 123,120 |  |  |  |  |
| Fund:  | 1001/1017/2101 |  | Description: | Probation/CCP/JJCPA | Org.: | 203050 | Description: | Probation/CCP |
| Account: | 723000 |  | Description: | Prof Services |  |
| Activity Code:  | 1020 |  | Description: |       |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:* Department has been using this software since 2014.  |
|       |
| Additional Information: | 1001-203050-723000; 1017-203050-723000; 2101-203101-723000-1020 |
|       |
| **Recommended Motion:** |
| Approve contract renewal between Correction Software Solutions and Siskiyou County Probation for the term of July 1, 2023, to June 30, 2026. |
| **Reviewed as recommended by policy:** |  | ***Special Requests*:** |
| County Counsel |       |  |  |
|  |  |  | *Certified Minute Order(s)* |       | *Quantity:* |       |
| Auditor |       |  |  |  |  |  |
|  |  |  |  |  |  |
| Personnel |       |  | *Other:* |       |
| CAO |       |  |       |

***NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 10:00 a.m. on the Monday the week prior to the Board Meeting.*** Revised 8/09/2021