



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: July 30, 2019

Subject: CONTRACT FOR TEMPORARY IT SERVICES FOR LAW & JUSTICE SYSTEMS DEVELOPMENT

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Administrator, or designee, to execute a contract with Allegis Group Holdings, Inc. (dba TEK Systems, Inc.), a corporation, in an amount not to exceed \$650,000 to provide temporary help and recruitment services for the County Administrator's Law & Justice Information Systems Unit for the period August 1, 2019 through September 30, 2020.

FISCAL IMPACT:

100% County General Fund; County Administrator's Office - Law & Justice Information Systems budget.

BACKGROUND:

The County Administrator's Law and Justice Information Systems (LJIS) Unit is composed of five (5) positions: a Business Manager, an Administrative Analyst, and three (3) Information System Programmer Analysts (ISPAs). Effective August 2, 2019, two ISPA vacancies will exist.

The LJIS Unit is responsible for the planning and implementation of countywide warrant

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **07/30/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: July 30, 2019

David Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Julie DiMaggio Enea
(925) 335-1077

By: Laura Cassell, Deputy

cc:

system and information exchange network, and also the case management systems for the District Attorney, Probation, and Public Defender departments.

BACKGROUND: (CONT'D)

On June 26, following an RFP and 18-month contract negotiation, the LJIS unit kicked off a significant new information technology project – replacement of the countywide warrant management system. This project is critical to the Sheriff, Superior Court, and all county law enforcement agencies. The current legacy mainframe system is obsolete and no longer supported by IBM, and it must be replaced as soon as possible. The project requires adequate resources in order to be successful.

The CAO has recruited for ISPAs four times in the last three years but has been unable to keep the positions filled. Therefore, the CAO is seeking to hire three qualified temporary contractors to support the LJIS Unit, while continuing to recruit to fill positions permanently. The proposed contract with TEK Systems, Inc., will provide qualified contract-to-hire candidates for these hard to fill positions in the County Administrator's LJIS Unit, for the period from August 1, 2019 through September 30, 2020. The intent is to backfill vacancies for no longer than 12 months. The 14-month contract term is meant to provide additional time for referral and placement of candidates.