



COUNTY OF HUMBOLDT

For the meeting of: 10/1/2019

File #: 19-1250

To: Board of Supervisors

From: Sheriff

Agenda Section: Consent

SUBJECT:

Awarding of Inmate Telephone System and Jail Management System to ICSolutions

RECOMMENDATION(S):

That the Board of Supervisors:

1. Authorize the Sheriff, or a designee thereof, to enter into negotiations with ICSolutions regarding the contract for Inmate Telephone Systems and Jail Management Systems;
2. Authorize the Sheriff, or a designee thereof, to enter into negotiations with Securus if negotiations with ICSolutions are unsuccessful; and
3. Direct the Sheriff's Office staff to return to the Board once negotiations are completed requesting authorization to enter into a contract for Inmate Telephone Systems and Jail Management Systems with ICSolutions or Securus.

SOURCE OF FUNDING:

Inmate Welfare Fund

DISCUSSION:

The Humboldt County Correctional Facility (HCCF) is required to provide phone services for the inmate population. HCCF outsources this service with a contracted vendor and receives commissions from these calls. The revenue from this service is deposited to the Inmate Welfare Fund (Fund No. 3884) to be used for the benefit of the inmates. These funds support many programs such as bus tickets, entries into residential treatment, educational class, educational tablets and many other programs.

HCCF's contract with the current vendor for both the Inmate Telephone System and Jail Management System expired on July 1, 2019 and is currently month-to-month. HCCF recently circulated a Request for Proposals (RFP) for the Inmate Telephone System (attachment 1) that includes subcontracting with another vendor to provide the Jail Management System. HCCF received seven initial proposals and completed the below evaluation steps:

- Vendors were scored for the quality of their products.

- The top five vendors were invited to provide demonstrations of their products.
- The demonstrations were scored and all vendors were given an opportunity to provide a Best and Final Offer (BAFO).
- The BAFO were scored based on highest revenue potential.
- All scores were combined to provide an overall score.

Based on the overall score and revenue potential (attachment 2), HCCF recommends ICSolutions be awarded the contract. HCCF recommends Securus as the second choice based on revenue potential. ICSolutions initial proposal is attachment 3 and its BAFO is summarized in attachment 2.

FINANCIAL IMPACT:

The IWF (Fund No. 3884) receives on average \$85,000 annually in commissions for the phone service. Based on estimates, HCCF anticipates that the contract with ICSolutions will increase revenue by \$8,000 for an average annual amount of \$93,000 (attachment 2, page 2). As of Sept. 25, the IWF has a balance of \$694,022. There is no impact to the General Fund.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by providing for and maintaining infrastructure.

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board of Supervisors may choose not to authorize the Sheriff or designee to enter into negotiations however, this is not recommended as we are required to provide telephone services to the inmate population as well as the continued benefit in funding the Inmate Welfare Fund for much needed programs and services.

ATTACHMENTS:

1. County RFP 19-002-SHF
2. Overall Evaluation Scores and Best and Final Offer Comparison
3. ICSolutions Initial Proposal

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A