



City of Tacoma

Resolution No.: _____

Meeting Date: November 8, 2022

**Contract and Award Letter
Purchase Resolution —Exhibit "A"**

TO: Board of Contracts and Awards
FROM: Chris Bacha, Chief Deputy City Attorney, City Attorneys Office
 Nora Blakeslee, Management Analyst III, City Attorneys Office
COPY: City Council, City Manager, City Clerk, EIC Coordinator, LEAP Coordinator, and
 Erica Pierce, Finance/Purchasing
SUBJECT: Sentinel Offender Services Contract Amendment for Electronic Home Monitoring,
 DES/NASPO Contract No. 00212, Contract No. CW2245224/SAP 4600012316 –
 November 8, 2022
DATE: October 12, 2022

RECOMMENDATION SUMMARY:

City Attorneys Office requests approval to increase and retroactively extend CW2245224, to Sentinel Offender Services LLC, Anaheim, CA, by \$417,724, plus applicable taxes, for electronic home monitoring. This increase will bring the contract to a cumulative total of \$1,861,904, plus applicable taxes.

STRATEGIC POLICY PRIORITY:

- Strengthen and support a safe city with healthy residents.
- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

Electronic Home Monitoring (EHM) is a practice used by the Municipal Court for location tracking and house arrest as an alternative to incarceration. Program participants must comply with the terms of the program as a condition of their release into the community. As an alternative to incarcerations, EHM is affordable and reduces City’s reliance on jail resources.

BACKGROUND:

In December 2016, the City of Tacoma entered into an EHM services agreement with Sentinel Offender Services LLC, using the State’s master contract. In April 2018, the City of Tacoma amended the contract with Sentinel Offender Services LLC to extend the agreement to allow for two additional administrative extensions from December 31, 2018 through December 31, 2020 for a maximum of \$1,110,000. This Amendment also allowed Sentinel Offender Service LLC to provide EHM services to Pierce County District Court. This extension and increase were authorized by Resolution 39996.

In October of 2021, due to an error on the SAP agreement, services were able to continue to be ordered, invoiced, and paid. In June 2021, services provided exceeded the maximum amount of the contract. An increase of \$334,180 was required to pay existing and future invoices through June of 2022. On October 27, 2021, the second amendment was approved allowing the extension of the contract from June 30, 2021, through June 30, 2022, and to increase the Agreement by \$334,180, from \$1,110,000 to a maximum amount compensation amount of \$1,444,180.

ISSUE: Approximately May of 2022, Tacoma Municipal Court Officials decided that the EHM Contract should be placed out for bid through a Request for Proposals (RFP). The contract



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with Sentinel Offender Services LLC ended on June 30, 2022. The Procurement Division Office and all parties involved would need more than a month to prepare for this RFP solicitation. City Attorneys Office respectfully requests an extension to the contract with Sentinel Offender Services LLC from June 30, 2022 through June 30, 2023, and an increase Agreement by \$417,724, from \$1,444,180 to a maximum compensation amount of \$1,861,904.

ALTERNATIVES: Currently, the City has no other alternatives for EHM at this time. Services have continued since June as the City will need time to prepare for an RFP. The alternative of not approving this increase is not recommended. This increase is required to pay for services already rendered, and if the City does not increase the contract, it will not have a provider for electronic home monitoring. Electronic home monitoring is substantially less expensive than incarceration and is important for fiscal sustainability in the General Fund.

COMPETITIVE SOLICITATION: In December of 2013, The State of Washington, through NASPO (“National Association of State Procurement Officials”), engaged in a competitive solicitation for master contract for electronic offender monitoring services, awarding a master contract to Sentinel Offenders Services LLC, with a final term of May 31, 2023. Pricing for services will not change for the City of Tacoma.

CONTRACT HISTORY: This contract was originally awarded to Sentinel Offenders Services LLC, as a result of NASPO Specification No. 00212 in June 2013. City of Tacoma began this contract December 20, 2017 with an expiration date of December 31, 2018. Amendment No. 1, dated May 2, 2018, extended the contract termination date to December 31, 2020 and increased the contract, which was approved via Resolution 39996. Amendment No. 2, dated January 1, 2021, extended the contract term until June 30, 2022 and a City Manager Action Memorandum (CMAM) was signed to increase the amount per COVID-19 protocols.

SUSTAINABILITY: Per the original RFP from the State of Washington, sustainability factors were not part of the requirements of the original solicitation.

EQUITY IN CONTRACTING (EIC) COMPLIANCE: Not applicable

LOCAL EMPLOYMENT AND APPRENTICESHIP TRAINING PROGRAM (LEAP) COMPLIANCE: Not applicable

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
0010 – General Fund, Non Departmental	65400	562000	\$1,861,904
TOTAL			Up to \$1,861,904

REVENUES:



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FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
0010 – General Fund, Non Departmental	Various	Various	\$1,861,904
TOTAL			Up to \$1,861,904

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$417,724

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. N/A