



Interoffice Memorandum

December 4, 2023

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

FROM: Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager II, Procurement Division

CONTACT: Rafael Mena, Chief Information Officer, Information Systems and Services Division
407-836-5200

SUBJECT: Approval of Amendment No. 1, Contract Y21-1008, Inmate Management System (IMS) Maintenance and Support

ACTION REQUESTED:

Approval of Amendment No. 1, Contract Y21-1008, Inmate Management System (IMS) Maintenance and Support with DSI-ITI, Inc., in the amount of \$1,538,563.22 for a three-year term.

PROCUREMENT:

This amendment will secure critical, 24/7 software and maintenance support for the Inmate Management System (IMS) at the jail. The IMS is a comprehensive system that was implemented in 2005 as a result of the Jail Oversight Committee recommendation and subsequent Capital Improvement Program funding. This amendment renews the software and maintenance service agreement for the period of April 1, 2024 through March 31, 2027.

FUNDING:

Funding is available in account number 0001-031-0506-3192. A delivery order will be issued on an annual basis.

APPROVALS:

The Information Systems and Services Division concurs with this recommendation.

REMARKS:

The County has been utilizing this IMS system under contract since 2006. The maintenance and support system is proprietary to DSI-ITI, Inc. The IMS software tracks inmate data from time of booking until release from custody and includes a wide range of incarceration functions such as classification, inmate accounting, sentence, housing, medication dispensation, and incident reporting. IMS data is shared electronically with all local, criminal justice partners (e.g., Orange County Sheriff's Office, municipal police departments, Clerk

Approval of Amendment No. 1, Contract Y21-1008, Inmate Management System (IMS)
Maintenance and Support

Page 2

of Court, State Attorney, Public Defender) as well as state agencies (e.g., Florida Department of Law Enforcement, Florida Highway Patrol). The IMS is a key component within the Integrated Criminal Justice Information System. Annual maintenance and support services enables ongoing 24/7 technical support, version updates based on hardware, database, and operating system requirements, and new releases with added functionality.

The three-year maintenance and support services is detailed in the table below.

Maintenance and Support Services Period	Total Annual Fee
April 1, 2024 - March 31, 2025	\$488,045.43
April 1, 2025 - March 31, 2026	\$512,447.70
April 1, 2026 - March 31, 2027	\$538,070.09

The price offered is considered to be fair and reasonable in comparison to previous year's pricing and current maintenance pricing. Since the time of contract inception, the vendor has not increased his prices more than 5% annually.

The Board approved the contract for annual maintenance and support services with DSI-ITI, Inc on March 23, 2021 and has renewed annually since that date.