



Decision Memo

Procurement Services Division

This form is required for all Professional Service Contracts over \$25,000 and as otherwise required by the Procurement Review Checklist.

Date: Oct 2, 2023

MinuteTraq (IQM2) ID #: 23-3190

Department Requisition #: _____

Requesting Department: Probation and Court Services	Department Contact: Sharon Donald
Contact Email: sharon.donald@dupageco.org	Contact Phone: 630-407-8413
Vendor Name: Sentinel Offender Services, LLC	Vendor #: 13392

Action Requested - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.

To approve a change order to extend the contract #6062-0001 SERV, issued to Sentinel, over 29 days through January 31, 2024. No change in the contract dollar amount.

Summary Explanation/Background - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.

The service provide for GPS monitoring devices or electronic monitoring services offenders. Sentinel Offender Services LLC Cooperative Agreement with NASPO has a program that allows for offenders to pay for their serves.

Strategic Impact

Financial Planning Select one of the six strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

Statute 582870 states the following: "Third Party Electronic Monitoring (SB 2870): Provides that the Chief Judge may enter an administrative order to establish a program for electronic monitoring or drug-related and alcohol related offenses, in which a vendor, approved by the County Board, supplies and monitors the electronic monitoring device and collects the fees on behalf of the county". Department would continue to be financially responsible for juveniles, victims and a small fraction of indigent participants per the agreement.

Source Selection/Vetting Information - Describe method used to select source.

This contract is under the National Association of State Procurement Officers (NASPO) and offers an Offender Pay Program.

Recommendations/Alternatives - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

- 1) Approve this change order ensuring GPS monitoring devices will be available through January 31, 2024, at no additional cost to the contract.
- 2) Probation and Court Services required to extend this contract otherwise will have to find another GPS provider, creating a gap in services for individuals required to wear GPS monitoring per court order in the interim.
- 3) Allow the contract to expire and have no GPS monitoring services.

Fiscal Impact/Cost Summary - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.

Funds are available in Probation Fees 1400-6120-53410 to cover the expenses through 1/31/24.