



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: Apr 24, 2023

MinuteTraq (IQM2) ID #: 23-1597

Department Requisition #: _____

Requesting Department: Public Defender	Department Contact: Jeff York
Contact Email: Jeff.York@dupageco.org	Contact Phone: (630) 407-8302
Vendor Name: Journal Technologies, Inc.	Vendor #: 27873

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

Approval to extend the contract date based on the go live date did not originally start until September 2019 instead of November 2018 as anticipated. Which would extend the contract to September 2024.

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

We did not go live until September 2019 and would need to extend the contract to September 2024.

Strategic Impact

Customer Service

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

The implementation of the eDefender case management system has enabled the Public Defender's office to have an efficient tool for the management of client case information and increase productivity by automating manual processes.

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

The Public Defender's Office issued an RFP, with six vendors responding. Staff evaluated written proposals and a large team participated in vendor software demonstrations. After these demonstrations, staff felt strongly that two vendors offered solutions that would fit the department's needs. After speaking with references for each system, it became apparent that Journal Technologies offers the best solution to meet the current and future business needs of the Dupage County Public Defender's Office

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

1. We anticipated November 2018 to be our go live date.
2. Our go live date did not start until September 2019.

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.

The cost is the same, but shifted by one fiscal year.