

*Contract No. 13-11-12685 Jail Management Information System*

**SOLE-SOURCE AGREEMENT**

**CONTRACT NO. 13-11-12685**

**JAIL MANAGEMENT INFORMATION SYSTEM**

BETWEEN



COOK COUNTY GOVERNMENT

Cook County Sheriff's Office

AND

Tribridge Holdings, LLC

**APPROVED BY BOARD OF  
COOK COUNTY COMMISSIONERS**

**MAY 08 2013**

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Toni Preckwinkle  
President

Shannon E. Andrews  
Chief Procurement Officer

**PROFESSIONAL SERVICES AGREEMENT**

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Exhibit 2	Scope of Services Appendix A
Exhibit 3	Schedule of Compensation
Exhibit 4	Evidence of Insurance
Exhibit 5	Board Authorization

**AGREEMENT**

This Agreement is made and entered into by and between the County of Cook, a public body corporate of the State of Illinois, on behalf of Office of the Chief Procurement Officer hereinafter referred to as "County" and Tribridge Holdings, LLC, doing business as a(an) limited liability company of the State of Delaware hereinafter referred to as "Consultant", pursuant to authorization by the Cook County Board of Commissioners on the 8<sup>TH</sup> day of May, 2013, as evidenced by Board Authorization letter attached hereto as EXHIBIT "5".

**BACKGROUND**

*Consultant represents that it has the professional experience and expertise to provide the necessary services and further warrants that it is ready, willing and able to perform in accordance with the terms and conditions as set forth in this Agreement.*

**NOW, THEREFORE**, the County and Consultant agree as follows:

**TERMS AND CONDITIONS**

**ARTICLE 1) INCORPORATION OF BACKGROUND**

The Background information set forth above is incorporated by reference as if fully set forth here.

**ARTICLE 2) DEFINITIONS**

**a) Definitions**

The following words and phrases have the following meanings for purposes of this Agreement:

"**Additional Services**" means those services which are within the general scope of Services of this Agreement, but beyond the description of services required under Article 3, and all services reasonably necessary to complete the Additional Services to the standards of performance required by this Agreement. Any Additional Services requested by the Department require the approval of the Chief Procurement Officer in a written modification to this Agreement before Consultant is obligated to perform those Additional Services and before the County becomes obligated to pay for those Additional Services.

**"Agreement"** (or "Contract") means this Professional Services Agreement, including all exhibits attached to it and incorporated in it by reference, and all amendments, modifications or revisions made in accordance with its terms.

**"Chief Procurement Officer"** means the Chief Procurement Officer for the County of Cook and any representative duly authorized in writing to act on his behalf.

**"Department"** means the Cook County Using Department.

**"Services"** means, collectively, the services, duties and responsibilities described in Article 3 of this Agreement and any and all work necessary to complete them or carry them out fully and to the standard of performance required in this Agreement.

**"Subcontractor"** means any person or entity with whom Consultant contracts to provide any part of the Services, including subcontractors and subconsultants of any tier, suppliers and materials providers, whether or not in privity with Consultant.

**b) Interpretation**

i) The term **"include"** (in all its forms) means "include, without limitation" unless the context clearly states otherwise.

ii) All references in this Agreement to Articles, Sections or Exhibits, unless otherwise expressed or indicated are to the Articles, Sections or Exhibits of this Agreement.

iii) Words importing persons include firms, associations, partnerships, trusts, corporations and other legal entities, including public bodies, as well as natural persons.

iv) Any headings preceding the text of the Articles and Sections of this Agreement, and any table of contents or marginal notes appended to it, are solely for convenience or reference and do not constitute a part of this Agreement, nor do they affect the meaning, construction or effect of this Agreement.

v) Words importing the singular include the plural and vice versa. Words of the masculine gender include the correlative words of the feminine and neuter genders.

vi) All references to a number of days mean calendar days, unless expressly indicated otherwise.

vii) Unless otherwise stated, this Contract shall be interpreted and construed based upon the following order of precedence of component parts. Such order of precedence shall govern to resolve all cases of conflict, ambiguity or inconsistency.

1. Articles 1 through 12 of the Agreement
2. License Agreement
3. Scope of Service (including Appendix A)
4. Schedule of Compensation
5. Evidence of Insurance
6. Board Authorization

**c) Incorporation of Exhibits**

The following attached Exhibits are made a part of this Agreement:

Exhibit 1	License Agreement
Exhibit 2	Scope of Services Appendix A
Exhibit 3	Schedule of Compensation
Exhibit 4	Evidence of Insurance
Exhibit 5	Board Authorization

**ARTICLE 3) DUTIES AND RESPONSIBILITIES OF CONSULTANT**

**a) Scope of Services**

This description of Services is intended to be general in nature and is neither a complete description of Consultant's Services nor a limitation on the Services that Consultant is to provide under this Agreement. Consultant must provide the Services in accordance with the standards of performance set forth in Section 3c. The Services that Consultant must provide include, but are not limited to, those described in Exhibit 2, Scope of Services and Time Limits for Performance, which is attached to this Agreement and incorporated by reference as if fully set forth here.

**b) Deliverables**

In carrying out its Services, Consultant must prepare or provide to the County various Deliverables. "**Deliverables**" include Work Product, written reviews, recommendations, reports and analyses, produced by Consultant for the County.

The County may reject non-conforming Deliverables. If the County determines that Consultant has failed to provide conforming Deliverables, it has 30 days from the discovery (but in no event more than 180 days after the date the Service is performed) to notify Consultant of its failure. If Consultant does not correct the failure within 90 days after receipt of notice from the County specifying the failure, if it is possible to do so, then the County, by written notice, may treat the failure as a default of this Agreement under Article 9.

Partial or incomplete Deliverables may be accepted for review only when required for a specific and well-defined purpose and when consented to in advance by the County. Such Deliverables

will not be considered as satisfying the requirements of this Agreement and partial or incomplete Deliverables in no way relieve Consultant of its commitments under this Agreement.

**c) Standard of Performance**

Consultant must perform all Services required of it under this Agreement with that degree of skill, care and diligence normally shown by a consultant performing services of a scope and purpose and magnitude comparable with the nature of the Services to be provided under this Agreement. Consultant acknowledges that it is entrusted with or has access to valuable and confidential information and records of the County and Consultant will protect that valuable and confidential information in the same manner as it would protect its own valuable and confidential information of like kind, and in any case with no less than a commercially reasonable degree of care.

Consultant must assure that all Services that require the exercise of professional skills or judgment are accomplished by professionals qualified and competent in the applicable discipline and appropriately licensed, if required by law. Consultant must provide copies of any such licenses. Consultant remains responsible for the professional and technical accuracy of all Services or Deliverables furnished, whether by Consultant or its Subcontractors or others on its behalf. All Deliverables must be prepared in a form and content satisfactory to the Department and delivered in a timely manner consistent with the requirements of this Agreement.

If Consultant fails to comply with the foregoing standards, Consultant must perform again, at its own expense, all Services required to be re-performed as a direct or indirect result of that failure. Any review, approval, acceptance or payment for any of the Services by the County does not relieve Consultant of its responsibility for the professional skill and care and technical accuracy of its Services and Deliverables. This provision in no way limits the County's rights against Consultant either under this Agreement, at law or in equity.

**d) Personnel**

**i) Adequate Staffing**

Consultant must, upon receiving a fully executed copy of this Agreement, assign and maintain during the term of this Agreement and any extension of it an adequate staff of competent personnel that is fully equipped, licensed as appropriate, available as needed, qualified and assigned exclusively to perform the Services. Consultant must include among its staff the Key Personnel and positions as identified below. The level of staffing may be revised from time to time by notice in writing from Consultant to the County and with written consent of the County, which consent the County will not withhold unreasonably. If the County fails to object to the revision within 14 days after receiving the notice, then the revision will be considered accepted by the County.

ii) **Key Personnel**

Consultant must not reassign or replace Key Personnel without the written consent of the County, which consent the County will not unreasonably withhold. "Key Personnel" means those job titles and the persons assigned to those positions in accordance with the provisions of this Section 3.d(ii). The County may, at any time, request, in writing, the Consultant to remove any of the Consultant's Key Personnel for cause. A list of Key Personnel is found in Exhibit 2, Scope of Services.

iii) **Salaries and Wages**

Consultant and Subcontractors must pay all salaries and wages due all employees performing Services under this Agreement unconditionally and at least once a month without deduction or rebate on any account, except only for those payroll deductions that are mandatory by law or are permitted under applicable law and regulations. If in the performance of this Agreement Consultant underpays any such salaries or wages, the Comptroller for the County may withhold, out of payments due to Consultant, an amount sufficient to pay to employees underpaid the difference between the salaries or wages required to be paid under this Agreement and the salaries or wages actually paid these employees for the total number of hours worked. The amounts withheld may be disbursed by the Comptroller for and on account of Consultant to the respective employees to whom they are due. The parties acknowledge that this Section 3.4(c) is solely for the benefit of the County and that it does not grant any third party beneficiary rights.

e) **Minority and Women's Business Enterprises Commitment**

In the performance of this Agreement, including the procurement and lease of materials or equipment, Consultant must abide by the minority and women's business enterprise commitment requirements of the Cook County Ordinance, (Article IV, Section 34-267 through 272) except to the extent waived by the Compliance Director. The foregoing shall not be construed as requiring that Consultant constitute a MBE/WBE enterprise. Consultant's completed MBE/WBE Utilization Plan evidencing its compliance with this requirement are a part of this Agreement, in Section 1 of the Economic Disclosure Statement, upon acceptance by the Compliance Director. Consultant must utilize minority and women's business enterprises at the greater of the amounts committed to by the Consultant for this Agreement in accordance with Section 1 of the Economic Disclosure Statement

f) **Insurance**

Consultant must provide and maintain at Consultant's own expense, during the term of this Agreement and any time period following expiration if Consultant is required to return and perform any of the Services or Additional Services under this Agreement, the insurance coverages and requirements specified below, insuring all operations related to this Agreement.

i) **Insurance To Be Provided**

(1) Workers Compensation and Employers Liability

Workers Compensation Insurance, as prescribed by applicable law, covering all employees who are to provide a service under this Agreement and Employers Liability coverage with limits of not less than \$500,000 each accident or illness.

(2) Commercial General Liability (Primary and Umbrella)

Commercial General Liability Insurance or equivalent with limits of not less than \$2,000,000 per occurrence for bodily injury, personal injury and property damage liability. Coverages must include the following: All premises and operations, products/completed operations, separation of insureds, defense and contractual liability (with no limitation endorsement). Cook County is to be named as an additional insured on a primary, non-contributory basis for any liability arising directly or indirectly from the Services.

Subcontractors performing Services for Consultant must maintain limits of not less than \$1,000,000 with the same terms in this Section 3.f(i)(2)

(3) Automobile Liability (Primary and Umbrella)

When any motor vehicles (owned, non-owned and hired) are used in connection with Services to be performed, Consultant must provide Automobile Liability Insurance with limits of not less than \$1,000,000 per occurrence limit, for bodily injury and property damage. The County is to be named as an additional insured on a primary, non-contributory basis.

(4) Professional Liability

When any professional consultants perform Services in connection with this Agreement, Professional Liability Insurance covering acts, errors or omissions must be maintained with limits of not less than \$2,000,000. Coverage must include contractual liability. When policies are renewed or replaced, the policy retroactive date must coincide with, or precede, start of Services on this Agreement. A claims-made policy which is not renewed or replaced must have an extended reporting period of 2 years.

Subcontractors performing Services for Consultant must maintain limits of not less than \$1,000,000 with the same terms in this Section 3.6(a)(iv).

ii) **Additional Requirements**

(1) Consultant must furnish the County of Cook, Cook County, Office of the Chief Procurement Officer, 118 N, Clark St., Room 1018, Chicago, IL 60602, original Certificates of

Insurance, or such similar evidence, to be in force on the date of this Agreement, and Renewal Certificates of Insurance, or such similar evidence, if the coverages have an expiration or renewal date occurring during the term of this Agreement. Consultant must submit evidence of insurance on the County Insurance Certificate Form (copy attached as Exhibit 4) or equivalent prior to Agreement award. The receipt of any certificate does not constitute agreement by the County that the insurance requirements in this Agreement have been fully met or that the insurance policies indicated on the certificate are in compliance with all Agreement requirements. The failure of the County to obtain certificates or other insurance evidence from Consultant is not a waiver by the County of any requirements for Consultant to obtain and maintain the specified coverages. Consultant must advise all insurers of the provisions in this Agreement regarding insurance. Non-conforming insurance does not relieve Consultant of the obligation to provide insurance as specified in this Agreement. Nonfulfillment of the insurance conditions may constitute a violation of this Agreement, and the County retains the right to terminate this Agreement or to suspend this Agreement until proper evidence of insurance is provided.

(1) The insurance must provide for 60 days prior written notice to be given to the County in the event coverage is substantially changed, canceled or non-renewed. All deductibles or self-insured retentions on referenced insurance coverages must be borne by Consultant. Consultant agrees that insurers waive their rights of subrogation against the County of Cook, its employees, elected officials, agents or representatives.

(2) The coverages and limits furnished by Consultant in no way limit Consultant's liabilities and responsibilities specified within this Agreement or by law. Any insurance or self-insurance programs maintained by the County of Cook apply in excess of and do not contribute with insurance provided by Consultant under this Agreement.

(3) The required insurance is not limited by any limitations expressed in the indemnification language in this Agreement or any limitation placed on the indemnity in this Agreement given as a matter of law.

(4) Consultant must require all Subcontractors to provide the insurance required in this Agreement, or Consultant may provide the coverages for Subcontractors. All Subcontractors are subject to the same insurance requirements as Consultant unless otherwise specified in this Agreement. If Consultant or Subcontractor desires additional coverages, the party desiring the additional coverages is responsible for its acquisition and cost.

(5) The County's Risk Management Office maintains the right to reasonably modify, delete, alter or change these requirements with 30 days' notice to Consultant. "**Risk Management Office**" means the Risk Management Office, which is under the direction of the Director of Risk Management and is charged with reviewing and analyzing insurance and related liability matters for the County.

**g) Indemnification**

The Consultant covenants and agrees to indemnify and save harmless the County and its commissioners, officials, employees, agents and representatives, and their respective heirs, successors and assigns, from and against any and all costs, expenses, attorney's fees, losses, damages and liabilities incurred or suffered directly or indirectly from or attributable to any claims arising out of or incident to the performance or nonperformance of the Contract by the Consultant, or the acts or omissions of the officers, agents, employees, contractors, subcontractors, licensees or invitees of the Consultant. The Consultant expressly understands and agrees that any Performance Bond or insurance protection required of the Consultant, or otherwise provided by the Consultant, shall in no way limit the responsibility to indemnify the County as hereinabove provided.

**h) Confidentiality and Ownership of Documents**

Consultant acknowledges and agrees that information regarding this Contract is confidential and shall not be disclosed, directly, indirectly or by implication, or be used by Consultant in any way, whether during the term of this Contract or at any time thereafter, except solely as required in the course of Consultant's performance hereunder. Consultant shall comply with the applicable privacy laws and regulations affecting County and will not disclose any of County's records, materials, or other data to any third party. Consultant shall not have the right to compile and distribute statistical analyses and reports utilizing data derived from information or data obtained from County without the prior written approval of County. In the event such approval is given, any such reports published and distributed by Consultant shall be furnished to County without charge.

**i) Patents, Copyrights and Licenses**

County acknowledges that Consultant has developed computer software, ideas, designs, methods, specifications, inventions, concepts, information, know-how, experience, techniques, documentation and other pre-existing intellectual property (collectively, the "Utilities"). All rights in the Utilities and any generic or non-County-specific computer software or other intellectual property (including, but not limited to, improvements, extensions, enhancements and modifications to the Utilities) made, developed, conceived or reduced to practice by Consultant in connection with its performing services hereunder (collectively, "Generic Enhancements") shall be owned solely by Consultant, whether or not incorporated into the project. If any Utilities or Generic Enhancements are incorporated into the project, then upon payment of all amounts due hereunder, Consultant grants to County an irrevocable, worldwide, perpetual, royalty-free and non-exclusive limited license to use such Utilities and Generic Enhancements for County's own use solely in connection with County's use of the Work Product (as hereafter defined). All reports, analyses, documents, designs, methods, materials or documentation developed or conceived by Consultant in connection with the project, except for the Utilities and Generic Enhancements (the "Work Product"), shall be considered "Works Made for Hire" as defined in 17 U.S.C. §101 and County shall be the sole and exclusive owner thereof. Subject to the parties' mutual obligation of

confidentiality, Consultant will be free to use the concepts, techniques, and know-how used in connection with the projects. In addition, Consultant will continue to be free to perform similar services for its other clients using the knowledge, skills and experience obtained during the projects.

The parties acknowledge that County is licensing from Consultant pursuant to a separate end user license agreement certain software currently titled "Tribridge Offender Management" and acknowledge that such license will be controlled by the terms and conditions set forth in that end user license agreement and shall not be governed by this Contract.

Consultant agrees to hold harmless and indemnify the County, its officers, agents, employees and affiliates from and defend, at its own expense (including reasonable attorneys', accountants' and consultants' fees), any suit or proceeding brought against the County based upon a claim that the ownership and/or use of equipment, hardware and software or any part thereof provided to the County or utilized in performing Consultant's services, but specifically excluding any third-party product (except to the extent of Tribridge's warranty regarding the functioning of its services with supported versions of Microsoft Dynamics CRM), constitutes an infringement of any patent, copyright or license or any other property right.

In the event the use of any equipment, hardware or software or any part thereof is enjoined, Consultant with all reasonable speed and due diligence shall provide or otherwise secure for County, one of the following: the right to continue use of the equipment, hardware or software; an equivalent system having the Specifications as provided in this Contract; or Consultant shall modify the system or its component parts so that they become non-infringing while performing in a substantially similar manner to the original system, meeting the requirements of this Contract. Such determination shall be made by the parties through good faith negotiation.

**j) Examination of Records and Audits**

The Consultant agrees that the Cook County Auditor or any of its duly authorized representatives shall, until expiration of three (3) years after the final payment under the Contract, have access and the right to examine any books, documents, papers, canceled checks, bank statements, purveyor's and other invoices, and records of the Consultant related to the Contract, or to Consultant's compliance with any term, condition or provision thereof. The Consultant shall be responsible for establishing and maintaining records sufficient to document the costs associated with performance under the terms of this Contract.

The Consultant further agrees that it shall include in all of its subcontracts hereunder a provision to the effect that the subcontractor agrees that the Cook County Auditor or any of its duly authorized representatives shall, until expiration of three (3) years after final payment under the subcontract, have access and the right to examine any books, documents, papers, canceled checks, bank statements, purveyor's and other invoices and records of such subcontractor involving transactions relating to the subcontract, or to such subcontractor's compliance with any term, condition or provision thereunder or under the Contract.

In the event the Consultant receives payment under the Contract, reimbursement for which is later disallowed by the County, the Consultant shall promptly refund the disallowed amount to the County on request, or at the County's option, the County may credit the amount disallowed from the next payment due or to become due to the Consultant under any contract with the County.

To the extent this Contract pertains to Deliverables which may be reimbursable under the Medicaid or Medicare Programs, Consultant shall retain and make available upon request, for a period of four (4) years after furnishing services pursuant to this Agreement, the contract, books, documents and records which are necessary to certify the nature and extent of the costs of such services if requested by the Secretary of Health and Human Services or the Comptroller General of the United States or any of their duly authorized representatives. If Consultant carries out any of its duties under the Agreement through a subcontract with a related organization involving a value of cost of \$10,000.00 or more over a 12 month period, Consultant will cause such subcontract to contain a clause to the effect that, until the expiration of four years after the furnishing of any service pursuant to said subcontract, the related organization will make available upon request of the Secretary of Health and Human Services or the Comptroller General of the United States or any of their duly authorized representatives, copies of said subcontract and any books, documents, records and other data of said related organization that are necessary to certify the nature and extent of such costs. This paragraph relating to the retention and production of documents is included because of possible application of Section 1861(v)(1)(I) of the Social Security Act to this Agreement; if this Section should be found to be inapplicable, then this paragraph shall be deemed inoperative and without force and effect.

**k) Subcontract Subcontracting or Assignment of Contract or Contract Funds**

Once awarded, this Contract shall not be subcontracted or assigned, in whole or in part, without the advance written approval of the Chief Procurement Officer, which approval shall be granted or withheld at the sole discretion of the Chief Procurement Officer. In no case, however, shall such approval relieve the Consultant from its obligations or change the terms of the Contract. The Consultant shall not transfer or assign any Contract funds or any interest therein due or to become due without the advance written approval of the Chief Procurement Officer. The unauthorized subcontracting or assignment of the Contract, in whole or in part, or the unauthorized transfer or assignment of any Contract funds, either in whole or in part, or any interest therein, which shall be due or are to become due the Consultant shall have no effect on the County and are null and void.

Prior to the commencement of the Contract, the Consultant shall identify in writing to the Chief Procurement Officer the names of any and all subcontractors it intends to use in the performance of the Contract. The Chief Procurement Officer shall have the right to disapprove any subcontractor. Identification of subcontractors to the Chief Procurement Officer shall be in addition to any communications with County offices other than the Chief Procurement Officer. All subcontractors shall be subject to the terms of this Contract. Consultant shall incorporate into all subcontracts all of the provisions of the Contract which affect such subcontract. Copies of subcontracts shall be provided to the Chief Procurement Officer upon request.

The Consultant must disclose the name and business address of each subcontractor, attorney, lobbyist, accountant, consultant and any other person or entity whom the Consultant has retained or expects to retain in connection with the Matter, as well as the nature of the relationship, and the total amount of the fees paid or estimated to be paid. The Consultant is not required to disclose employees who are paid or estimated to be paid. The Consultant is not required to disclose employees who are paid solely through the Consultant's regular payroll. "Lobbyist" means any person or entity who undertakes to influence any legislation or administrative action on behalf of any person or entity other than: 1) a not-for-profit entity, on an unpaid basis, or (2), himself. "Lobbyist" also means any person or entity any part of whose duties as an employee of another includes undertaking to influence any legislative or administrative action. If the Consultant is uncertain whether a disclosure is required under this Section, the Consultant must either ask the County, whether disclosure is required or make the disclosure.

The County reserves the right to prohibit any person from entering any County facility for any reason. All contractors and subcontractors of the Consultant shall be accountable to the Chief Procurement Officer or his designee while on any County property and shall abide by all rules and regulations imposed by the County.

**ARTICLE 4) TERM OF PERFORMANCE**

**a) Term of Performance**

This Agreement takes effect when approved by the Cook County Board and its term shall begin on May 8, 2013 ("**Effective Date**") and continue until May 7, 2018 or until this Agreement is terminated in accordance with its terms, whichever occurs first.

**b) Timeliness of Performance**

i) Consultant must provide the Services and Deliverables within the term and within the time limits required under this Agreement, pursuant to the provisions of Section 4.a and Exhibit 2. Further, Consultant acknowledges that TIME IS OF THE ESSENCE and that the failure of Consultant to comply with the time limits described in this Section 4.2 may result in economic or other losses to the County.

ii) Neither Consultant nor Consultant's agents, employees or Subcontractors are entitled to any damages from the County, nor is any party entitled to be reimbursed by the County, for damages, charges or other losses or expenses incurred by Consultant by reason of delays or hindrances in the performance of the Services, whether or not caused by the County.

**c) Agreement Extension Option**

The Chief Procurement Officer may at any time before this Agreement expires elect to extend this Agreement for up to 2 additional two-year periods under the same terms and conditions as this original Agreement, except as provided otherwise in this Agreement, by notice in writing to Consultant. After notification by the Chief Procurement Officer, this Agreement must be modified to reflect the time extension in accordance with the provisions of Section 10.c.

**ARTICLE 5) COMPENSATION**

**a) Basis of Payment**

The County will pay Consultant according to the Schedule of Compensation in the attached Exhibit 3 for the successful completion of services.

**b) Method of Payment**

All invoices submitted by the Consultant shall be in accordance with the cost provisions according to the Schedule of Compensation in the attached Exhibit 3. The invoices shall contain a detailed description of the Deliverables for which payment is requested. All invoices shall reflect the amounts invoiced by and the amounts paid to the Consultant as of the date of the invoice, and shall be submitted together with a properly completed County Voucher form (29A). Invoices for new charges shall not include "past due" amounts, if any, which amounts must be set forth on a separate invoice. No payments shall be made with respect to invoices which do not include the County Voucher form or which otherwise fail to comply with the requirements of this paragraph. Consultant shall not be entitled to invoice the County for any late fees or other penalties. Payment of all billing amounts becomes due and payable within thirty (30) days of invoice date (Net 30).

**c) Funding**

The source of funds for payments under this Agreement is identified in Exhibit 3, Schedule of Compensation. Payments under this Agreement must not exceed the dollar amount shown in Exhibit 3 without a written amendment in accordance with Section 10.c.

**d) Non-Appropriation**

If no funds or insufficient funds are appropriated and budgeted in any fiscal period of the County for payments to be made under this Agreement, then the County will notify Consultant in writing of that occurrence, and this Agreement will terminate on the earlier of the last day of the fiscal period for which sufficient appropriation was made or whenever the funds appropriated for payment under this Agreement are exhausted. Payments for Services completed to the date of notification will be made to Consultant. No payments will be made or due to Consultant and

under this Agreement beyond those amounts appropriated and budgeted by the County to fund payments under this Agreement.

**e) Taxes**

Federal Excise Tax does not apply to materials purchased by the County by virtue of Exemption Certificate No. 36-75-0038K. Illinois Retailers' Occupation Tax, Use Tax and Municipal Retailers' Occupation Tax do not apply to deliverables, materials or services purchased by the County by virtue of statute. The price or prices quoted herein shall include any and all other federal and/or state, direct and/or indirect taxes which apply to this Contract. The County's State of Illinois Sales Tax Exemption Identification No. is E-9998-2013-05.

**f) Price Reduction**

If Consultant makes a general price reduction in the price of any of the Deliverables, the equivalent price reduction based on similar quantities and/or considerations shall apply to this Contract after the term of the initial SOW. For purposes of this Section 5.f., Price Reduction, a general price reduction shall include reductions in the effective price charged by Consultant by reason of rebates, financial incentives, discounts, value points or other benefits with respect to the purchase of the Deliverables. Such price reductions shall be effective at the same time and in the same manner as the reduction Consultant makes in the price of the Deliverables to its prospective customers generally.

**g) Consultant Credits**

To the extent the Consultant gives credits toward future purchases of goods or services, financial incentives, discounts, value points or other benefits based on the purchase of the materials or services provided for under this Contract, such credits belong to the County and not any specific using department. Consultant shall reflect any such credits on its invoices and in the amounts it invoices the County.

**ARTICLE 6) DISPUTES**

Any dispute arising under the Contract between the County and Consultant shall be decided by the Chief Procurement Officer. The complaining party shall submit a written statement detailing the dispute and specifying the specific relevant Contract provision(s) to the Chief Procurement Officer. Upon request of the Chief Procurement Officer, the party complained against shall respond to the complaint in writing within five days of such request. The Chief Procurement Officer will reduce her decision to writing and mail or otherwise furnish a copy thereof to the Consultant. The decision of the Chief Procurement Officer will be final and binding. Notwithstanding the foregoing, a party may appeal the decision of the Chief Procurement Officer to the court with appropriate jurisdiction in Cook County, Illinois. Dispute resolution as provided herein shall be a condition precedent to any other action at law or in equity. However, unless a notice is issued by

the Chief Procurement Officer indicating that additional time is required to review a dispute, the parties may exercise their contractual remedies, if any, if no decision is made within sixty (60) days following notification to the Chief Procurement Officer of a dispute. No inference shall be drawn from the absence of a decision by the Chief Procurement Officer. Notwithstanding a dispute, Consultant shall continue to discharge all its obligations, duties and responsibilities set forth in the Contract during any dispute resolution proceeding unless otherwise agreed to by the County in writing.

#### **ARTICLE 7) COMPLIANCE WITH ALL LAWS**

The Consultant shall observe and comply with the laws, ordinances, regulations and codes of the Federal, State, County and other local government agencies which may in any manner affect the performance of the Contract including, but not limited to, those County Ordinances set forth in the Certifications attached hereto and incorporated herein. Assurance of compliance with this requirement by the Consultant's employees, agents or subcontractors shall be the responsibility of the Consultant.

The Consultant shall secure and pay for all federal, state and local licenses, permits and fees required hereunder.

#### **ARTICLE 8) SPECIAL CONDITIONS**

##### **a) Warranties and Representations**

In connection with signing and carrying out this Agreement, Consultant:

- i) warrants that Consultant is appropriately licensed under Illinois law to perform the Services required under this Agreement and will perform no Services for which a professional license is required by law and for which Consultant is not appropriately licensed;
- ii) warrants it is financially solvent; it and each of its employees, agents and Subcontractors of any tier are competent to perform the Services required of them under this Agreement; and Consultant is legally authorized to execute and perform or cause to be performed this Agreement under the terms and conditions stated in this Agreement;
- iii) warrants that it will not knowingly use the services of any ineligible consultant or Subcontractor for any purpose in the performance of its Services under this Agreement;
- iv) warrants that Consultant and its Subcontractors are not in default at the time this Agreement is signed, and that Consultant nor, to Consultant's actual knowledge any Subcontractors have been considered by the Chief Procurement Officer to have, within 5 years

immediately preceding the date of this Agreement, been found to be in default on any contract awarded by the County ;

v) represents that it has carefully examined and analyzed the provisions and requirements of this Agreement; it understands the nature of the Services required; from its own analysis it has satisfied itself as to the nature of all things needed for the performance of this Agreement; this Agreement is feasible of performance in accordance with all of its provisions and requirements, and Consultant warrants it can and will perform, or cause to be performed, the Services in strict accordance with the provisions and requirements of this Agreement;

vi) represents that Consultant and, to its knowledge, its Subcontractors are not in violation of the provisions of the Illinois Criminal Code, 720 ILCS 5/33E as amended, and the Illinois Municipal Code, 65 ILCS 5/11-42.1-1; and

vii) acknowledges that any certification, affidavit or acknowledgment made under oath in connection with this Agreement is made under penalty of perjury and, if false, is also cause for termination under Sections 9.a and 9.c.

Consultant warrants that its services will be performed in accordance with each statement of work and in a professional and workmanlike manner, and Consultant will undertake to correct any work not in compliance with this warranty brought to Consultant's attention within ninety (90) days after the later of the date the service was performed or the date the problem was discovered, but in any event within one hundred eighty (180) days after the date the service is performed. Such warranty applies only to system error issues in Tribridge Offender Management, commonly referred to as bugs. A system error means any error, problem or defect, which is reproducible by Consultant, that results from an incorrect functioning of Tribridge Offender Management, if such error, problem or defect causes incorrect results or incorrect functions to occur (e.g., the system adds 2 + 2 and the result is 5). Such warranty is not applicable if the problem is caused by (i) any modification, variation or addition to Tribridge Offender Management not performed by Consultant; (ii) County's incorrect use, abuse or corruption of Tribridge Offender Management; (iii) use of Tribridge Offender Management with other software or on equipment with which Tribridge Offender Management is incompatible, or (iv) error conditions that do not significantly impair or affect operation of Tribridge Offender Management.

Consultant also warrants that, as long as County is current on its maintenance plan, the licensed software will function as designed with supported versions of Microsoft Dynamics CRM.

Except as otherwise stated above, Consultant makes no representations or warranties, express or implied, regarding the licensed software or third party software, including without limitation the implied warranties of merchantability and fitness for a particular purpose, or its use and operation.

**b) Ethics**

In addition to the foregoing warranties and representations, Consultant warrants:

- (i) no officer, agent or employee of the County is employed by Consultant or has a financial interest directly or indirectly in this Agreement or the compensation to be paid under this Agreement except as may be permitted in writing by the Board of Ethics.
- (ii) no payment, gratuity or offer of employment will be made in connection with this Agreement by or on behalf of any Subcontractors to the prime Consultant or higher tier Subcontractors or anyone associated with them, as an inducement for the award of a subcontract or order.

**c) Joint and Several Liability**

If two or more parties are identified in this Agreement as the Consultant, then under this Agreement, each and without limitation every obligation or undertaking in this Agreement to be fulfilled or performed by Consultant is the joint and several obligation or undertaking of each such individual or other legal entity.

**d) Conflicts of Interest**

- i) No member of the governing body of the County or other unit of government and no other officer, employee or agent of the County or other unit of government who exercises any functions or responsibilities in connection with the Services to which this Agreement pertains is permitted to have any personal interest, direct or indirect, in this Agreement. No member of or delegate to the Congress of the United States or the Illinois General Assembly and no Commissioner of the Cook County Board or County employee is allowed to be admitted to any share or part of this Agreement or to any financial benefit to arise from it.
- ii) Consultant covenants that it, and to the best of its knowledge, its Subcontractors if any (collectively, "**Consulting Parties**"), presently have no direct or indirect interest and will not acquire any interest, direct or indirect, in any project or contract that would conflict in any manner or degree with the performance of its Services under this Agreement.
- iii) Upon the request of the County, Consultant will confirm whether it has or has not had a client relationship with any specific entity.. Consultant is not permitted to perform any Services for the County on applications or other documents submitted to the County by any of Consultant's past or present clients. If Consultant becomes aware of a conflict, it must immediately stop work on the assignment causing the conflict and notify the County
- iv) Without limiting the foregoing, if the Consulting Parties assist the County in determining the advisability or feasibility of a project or in recommending, researching, preparing, drafting or issuing a request for proposals or bid specifications for a project, the Consulting Parties must not

participate, directly or indirectly, as a prime, subcontractor or joint venturer in that project or in the preparation of a proposal or bid for that project during the term of this Agreement or afterwards. The Consulting Parties may, however, assist the County in reviewing the proposals or bids for the project if none of the Consulting Parties have a relationship with the persons or entities that submitted the proposals or bids for that project

v) The Consultant further covenants that, in the performance of this Agreement, no person having any conflicting interest will be assigned to perform any Services or have access to any confidential information, as defined in Section 3.11 of this Agreement. If the County, by the Chief Procurement Officer in his reasonable judgment, determines that any of Consultant's Services for others conflict with the Services Consultant is to render for the County under this Agreement, Consultant must terminate such other services immediately upon request of the County.

vi) Furthermore, if any federal funds are to be used to compensate or reimburse Consultant under this Agreement, Consultant represents that it is and will remain in compliance with federal restrictions on lobbying set forth in Section 319 of the Department of the Interior and Related Agencies Appropriations Act for Fiscal year 1990, 31 U.S.C. § 1352, and related rules and regulations set forth at 54 Fed. Reg. 52,309 ff. (1989), as amended. If federal funds are to be used, Consultant must execute a Certification Regarding Lobbying, which will be attached as an exhibit and incorporated by reference as if fully set forth here.

**e) Non-Liability of Public Officials**

Consultant and any assignee or Subcontractor of Consultant must not charge any official, employee or agent of the County personally with any liability or expenses of defense or hold any official, employee or agent of the County personally liable to them under any term or provision of this Agreement or because of the County's execution, attempted execution or any breach of this Agreement.

**ARTICLE 9) EVENTS OF DEFAULT, REMEDIES, TERMINATION, SUSPENSION AND RIGHT TO OFFSET**

**a) Events of Default Defined**

The following constitute events of default:

i) Any material misrepresentation, whether negligent or willful and whether in the inducement or in the performance, made by Consultant to the County.

ii) Consultant's material failure to perform any of its obligations under this Agreement including the following:

- (a) Failure due to a reason or circumstances within Consultant's reasonable control to perform the Services with sufficient personnel and equipment or with sufficient material to ensure the performance of the Services;
  - (b) Failure to perform the Services in a manner reasonably satisfactory to the Department or inability to perform the Services satisfactorily as a result of insolvency, filing for bankruptcy or assignment for the benefit of creditors;
  - (c) Failure to promptly re-perform within a reasonable time Services that were reasonably rejected as erroneous or unsatisfactory;
  - (d) Discontinuance of the Services for reasons within Consultant's reasonable control; and
  - (e) Failure to comply with any other material term of this Agreement, including the provisions concerning insurance and nondiscrimination.
- iii) Any change in control of Consultant without the prior written approval of the Chief Procurement Officer, which approval the Chief Procurement Officer will not unreasonably withhold.
  - iv) Consultant's default, beyond any applicable notice and cure period, under any other agreement it may presently have or may enter into with the County during the life of this Agreement. Consultant acknowledges and agrees that in the event of a default under this Agreement the County may also declare a default under any such other Agreements.
  - (v) Failure to comply with Section 7a. in the performance of the Agreement.
  - (vi) Consultant's repeated or continued violations of County ordinances unrelated to performance under the Agreement that in the opinion of the Chief Procurement Officer indicate a willful or reckless disregard for County laws and regulations.

**b) Remedies**

Consultant shall be in default hereunder in the event of a material breach by Consultant of any term or condition of this Contract including, but not limited to, a representation or warranty, where Consultant has failed to cure such breach within thirty (30) days after written notice of breach is given to Consultant by the County, setting forth the nature of such breach.

In the event Consultant shall breach any material terms or conditions of this Contract on more than one occasion during any twelve month period during the term hereof, or in the event Consultant expresses an unwillingness or inability to continue performing the Contract in accordance with its terms, the County may, at its option, declare the Consultant to be in default. In the event Consultant is in default as set forth above and the County shall be entitled to exercise all available remedies including, but not limited to, termination of the Contract, without affording the

Consultant further opportunity to cure such breach. Failure of County to give written notice of breach to the Consultant shall not be deemed to be a waiver of the County's right to assert such breach at a later time, should the Consultant commit a subsequent breach of this Contract.

After giving a Default Notice, the County may invoke any or all of the following remedies:

- i) The right to take over and complete the Services, or any part of them, at Consultant's expense and as agent for Consultant, either directly or through others, and bill Consultant for the reasonable cost of the Services, and Consultant must pay the difference between the total amount of this bill and the amount the County would have paid Consultant under the terms and conditions of this Agreement for the Services that were assumed by the County as agent for the Consultant under this Section 9.b;
- ii) The right to terminate this Agreement as to any or all of the Services yet to be performed effective at a time specified by the County;
- iii) The right of specific performance, an injunction or any other appropriate equitable remedy;
- iv) The right to money damages subject to the Limitation of Liability Section;
- v) The right to consider Consultant non-responsible in future contracts to be awarded by the County.

County shall be in default hereunder if any material breach of the Contract by County occurs which is not cured by the County within thirty (30) days after written notice has been given by Consultant to the County, setting forth the nature of such breach.

If the Chief Procurement Officer considers it to be in the County's best interests, he may elect not to declare default or to terminate this Agreement. The parties acknowledge that this provision is solely for the benefit of the County and that if the County permits Consultant to continue to provide the Services despite one or more events of default, Consultant is in no way relieved of any of its responsibilities, duties or obligations under this Agreement, nor does the County waive or relinquish any of its rights.

The remedies under the terms of this Agreement are not intended to be exclusive of any other remedies provided, but each and every such remedy is cumulative and is in addition to any other remedies, existing now or later, at law, in equity or by statute. No delay or omission to exercise any right or power accruing upon any event of default impairs any such right or power, nor is it a waiver of any event of default nor acquiescence in it, and every such right and power may be exercised from time to time and as often as the County considers expedient.

In the event of the County's default of this Agreement, the Consultant shall have the right to terminate this Agreement in addition to having any and all remedies available at law or in equity.

**c) Early Termination**

In addition to termination under Sections 9 (a) and 9 (b) of this Agreement, either party may terminate this Agreement, or all or any portion of the Services to be performed under it, with 30 days' written notice. Notice will be given in accordance with the provisions of Article 11. The effective date of termination will be the date the notice is received or the date stated in the notice, whichever is later. If the County elects to terminate this Agreement in full, all Services to be provided under it must cease and all materials that may have been accumulated in performing this Agreement, whether completed or in the process, must be delivered to the County effective 10 days after the date the notice is considered received as provided under Article 11 of this Agreement (if no date is given) or upon the effective date stated in the notice.

After the notice is received, Consultant must restrict its activities, and those of its Subcontractors, to winding down any reports, analyses, or other activities previously begun. No costs incurred after the effective date of the termination are allowed. County agrees to pay Consultant for its reasonable fees and expenses incurred or due under the Contract through the effective date of termination. No amount of compensation, however, is permitted for anticipated profits on unperformed Services. The County and Consultant must attempt to agree on the amount of compensation to be paid to Consultant, but if not agreed on, the dispute must be settled in accordance with Article 6 of this Agreement. The payment so made to Consultant is in full settlement for all Services satisfactorily performed under this Agreement.

In no event will either party be entitled to consequential damages.

Consultant must include in its contracts with Subcontractors an early termination provision in form and substance equivalent to this early termination provision to prevent claims against the County arising from termination of subcontracts after the early termination. Consultant will not be entitled to make any early termination claims against the County resulting from any Subcontractor's claims against Consultant or the County to the extent inconsistent with this provision.

If the County's election to terminate this Agreement for default under Sections 9.a and 9.b is determined in a court of competent jurisdiction to have been wrongful, then in that case the termination is to be considered to be an early termination under this Section 9.c.

**d) Suspension**

The County may at any time request that Consultant suspend its Services, or any part of them, by giving 15 days prior written notice to Consultant or upon informal oral, or even no notice, in the event of emergency. No costs incurred after the effective date of such suspension are allowed. Consultant must promptly resume its performance of the Services under the same terms and conditions as stated in this Agreement upon 90 days' prior written notice by the Chief Procurement Officer and such equitable extension of time as may be mutually agreed upon by

the Chief Procurement Officer and Consultant when necessary for continuation or completion of Services. Any additional costs or expenses actually incurred by Consultant as a result of recommencing the Services must be treated in accordance with the compensation provisions under Article 5 of this Agreement.

No suspension of this Agreement is permitted in the aggregate to exceed a period of 45 days within any one year of this Agreement. If the total number of days of suspension exceeds 45 days, Consultant by written notice may treat the suspension as an early termination of this Agreement under Section 9.3.

County agrees to pay Consultant for its reasonable fees (determined by reference to the milestones achieved and the payment schedule established in accordance with the Contract) and expenses incurred or due under the Contract through the effective date of termination.

**e) Right to Offset**

In connection with performance under this Agreement, the County may offset any excess costs incurred:

- (i) if the County terminates this Agreement for default;
- (ii) if the County exercises any of its remedies under Section 9.b of this Agreement; or
- (iii) if the County has any credits due or has made any overpayments under this Agreement.

The County may offset these excess costs by use of any payment due for Services completed before the County terminated this Agreement or before the County exercised any remedies. If the amount offset is insufficient to cover those excess costs, Consultant is liable for and must promptly remit to the County the balance upon written demand for it. This right to offset is in addition to and not a limitation of any other remedies available to the County.

**f.) Delays**

Consultant agrees that no charges or claims for damages shall be made by Consultant for any delays or hindrances from any cause whatsoever during the progress of any portion of this Contract. If any delay or hindrances delay the project for more than 15 days, Consultant may terminate this Contract.

**g.) Prepaid Fees**

In the event this Contract is terminated by either party, for cause or otherwise, and the County has prepaid for any Deliverables, Consultant shall refund to the County, on a prorated basis to the

effective date of termination, all amounts prepaid for Deliverables not actually provided as of the effective date of the termination. The refund shall be made within fourteen (14) days of the effective date of termination.

**ARTICLE 10) GENERAL CONDITIONS**

**a) Entire Agreement**

**i) General**

This Agreement, and the exhibits attached to it and incorporated in it, constitute the entire agreement between the parties and no other warranties, inducements, considerations, promises or interpretations are implied or impressed upon this Agreement that are not expressly addressed in this Agreement.

**ii) No Collateral Agreements**

The parties acknowledge that, except only for those representations, statements or promises expressly contained in this Agreement and any exhibits attached to it and incorporated by reference in it, no representation, statement or promise, oral or in writing, of any kind whatsoever, by a party, its officials, agents or employees, has induced the other party to enter into this Agreement or has been relied upon by such party, including any with reference to: (i) the meaning, correctness, suitability or completeness of any provisions or requirements of this Agreement; (ii) the nature of the Services to be performed; (iii) the nature, quantity, quality or volume of any materials, equipment, labor and other facilities needed for the performance of this Agreement; (iv) the general conditions which may in any way affect this Agreement or its performance; (v) the compensation provisions of this Agreement; or (vi) any other matters, whether similar to or different from those referred to in (i) through (vi) immediately above, affecting or having any connection with this Agreement, its negotiation, any discussions of its performance or those employed or connected or concerned with it.

**iii) No Omissions**

Each party acknowledges that it was given an opportunity to review all documents forming this Agreement before signing this Agreement in order that it might request inclusion in this Agreement of any statement, representation, promise or provision that it desired or on that it wished to place reliance. Such party did so review those documents, and either every such statement, representation, promise or provision has been included in this Agreement or else, if omitted, such party relinquishes the benefit of any such omitted statement, representation, promise or provision and is willing to perform this Agreement in its entirety without claiming reliance on it or making any other claim on account of its omission.

**b) Counterparts**

This Agreement is comprised of several identical counterparts, each to be fully signed by the parties and each to be considered an original having identical legal effect.

**c) Modifications and Amendments**

The parties may from time to time during the term of the Contract make modifications and amendments to the Contract but only as provided in this section. Such modifications and amendments shall only be made by mutual agreement in writing. Modifications and amendments which individually or cumulatively result in additional cost of \$150,000.00 or greater or which extend the term of the Contract by a year (365 days) or more shall not be deemed as authorized without the approval of the Cook County Board of Commissioners. Modifications and amendments which increase cost by less than \$150,000.00 or which do not extend the term of the Contract by more than a year (365 days) may be made with the written approval of the Chief Procurement Officer.

Subject to the foregoing, the Chief Procurement Officer may, by written order, with notice to and the written agreement of Consultant, make changes with respect to the dates of delivery and places of performance of the Contract, provided that any such changes shall not increase the Contract price or the time required for Contract performance.

Consultant is hereby notified that, except for modifications and amendments which are made in accordance with this Section 10.c., Modifications and Amendments, no County department or employee thereof has authority to make any modification or amendment to this Contract.

**d) Governing Law and Jurisdiction**

This Contract shall be governed by and construed under the laws of the State of Illinois. The Consultant irrevocably agrees that, subject to the County's sole and absolute election to the contrary, any action or proceeding in any way, manner or respect arising out of the Contract, or arising from any dispute or controversy arising in connection with or related to the Contract, shall be litigated only in courts within the Circuit Court of Cook County, State of Illinois, and the Consultant consents and submits to the jurisdiction thereof. In accordance with these provisions, Consultant waives any right it may have to transfer or change the venue of any litigation brought against it by the County pursuant to this Contract.

**e) Severability**

If any provision of this Agreement is held or considered to be or is in fact invalid, illegal, inoperative or unenforceable as applied in any particular case in any jurisdiction or in all cases because it conflicts with any other provision or provisions of this Agreement or of any constitution, statute, ordinance, rule of law or public policy, or for any other reason, those circumstances do not have the effect of rendering the provision in question invalid, illegal, inoperative or unenforceable in any other case or circumstances, or of rendering any other

provision or provisions in this Agreement invalid, illegal, inoperative or unenforceable to any extent whatsoever. The invalidity, illegality, inoperativeness or unenforceability of any one or more phrases, sentences, clauses or sections in this Agreement does not affect the remaining portions of this Agreement or any part of it.

**f) Assigns**

All of the terms and conditions of this Agreement are binding upon and inure to the benefit of the parties and their respective legal representatives, successors and assigns.

**g) Cooperation**

Upon termination, if requested by the County, Tribridge will provide transition assistance at its then-current rates.

**h) Waiver**

Nothing in this Agreement authorizes the waiver of a requirement or condition contrary to law or ordinance or that would result in or promote the violation of any federal, state or local law or ordinance.

Whenever under this Agreement the County by a proper authority waives Consultant's performance in any respect or waives a requirement or condition to either the County's or Consultant's performance, the waiver so granted, whether express or implied, only applies to the particular instance and is not a waiver forever or for subsequent instances of the performance, requirement or condition. No such waiver is a modification of this Agreement regardless of the number of times the County may have waived the performance, requirement or condition. Such waivers must be provided to Consultant in writing.

**i) Independent Contractor**

This Agreement is not intended to and will not constitute, create, give rise to, or otherwise recognize a joint venture, partnership, corporation or other formal business association or organization of any kind between Consultant and the County. The rights and the obligations of the parties are only those expressly set forth in this Agreement. Consultant must perform under this Agreement as an independent contractor and not as a representative, employee, agent, or partner of the County.

This Agreement is between the County and an independent contractor and, if Consultant is an individual, nothing provided for under this Agreement constitutes or implies an employer-employee relationship such that:

*Contract No. 13-11-12685 Jail Management Information System*

- i) The County will not be liable under or by reason of this Agreement for the payment of any compensation award or damages in connection with the Consultant performing the Services required under this Agreement.
- ii) Consultant is not entitled to membership in the County Pension Fund, Group Medical Insurance Program, Group Dental Program, Group Vision Care, Group Life Insurance Program, Deferred Income Program, vacation, sick leave, extended sick leave, or any other benefits ordinarily provided to individuals employed and paid through the regular payrolls of the County.
- iii) The County is not required to deduct or withhold any taxes, FICA or other deductions from any compensation provided to the Consultant.

**j) Governmental Joint Purchasing Agreement**

Pursuant to Section 4 of the Illinois Governmental Joint Purchasing Act (30 ILCS 525) and the Joint Purchase Agreement approved by the Cook County Board of Commissioners (April 9, 1965), other units of government may purchase goods or services under this contract.

**k) Non-Solicitation**

For the duration of this Contract and for a period of one year after the services are completed, each party agrees not to employ or solicit the employment of the other party's personnel; provided, however, that this provision will not apply to personnel who respond to a general advertisement, online job posting, or other broad solicitation not directly or indirectly targeting such party or its personnel.

**l) Limitation of Liability**

In no event will Contractor's liability arising out of or in any manner connected with or relating to this Contract and County's use or inability to use any of the products or services provided under this Contract exceed, in the aggregate, the total fees paid to Consultant by County under this Contract.

**ARTICLE 11) NOTICES**

All notices required pursuant to this Contract shall be in writing and addressed to the parties at their respective addresses set forth below. All such notices shall be deemed duly given if hand delivered or if deposited in the United States mail, postage prepaid, registered or certified, return receipt requested. Notice as provided herein does not waive service of summons or process.

If to the County:       Cook County Sheriff's Office  
                                  3026 S. California Avenue]  
                                  Building 1, 3<sup>rd</sup> Floor  
                                  Chicago, Illinois 60608  
                                  Attention: Robert McInerney

and

COOK COUNTY CHIEF PROCUREMENT OFFICER  
118 North Clark Street. Room 1018  
Chicago, Illinois 60602  
(Include County Contract Number on all notices)

If to Consultant:       Tribridge Holdings, LLC  
4830 West Kennedy Blvd., Suite 890  
Tampa, Florida 33609  
Attention: Josh Jaquish

Changes in these addresses must be in writing and delivered in accordance with the provisions of this Article 11. Notices delivered by mail are considered received three days after mailing in accordance with this Article 11. Notices delivered personally are considered effective upon receipt. Refusal to accept delivery has the same effect as receipt.

**ARTICLE 12)       AUTHORITY**

Execution of this Agreement by Consultant is authorized by a resolution of its Board of Directors, if a corporation, or similar governing document, and the signature(s) of each person signing on behalf of Consultant have been made with complete and full authority to commit Consultant to all terms and conditions of this Agreement, including each and every representation, certification and warranty contained in it, including the representations, certifications and warranties collectively incorporated by reference in it.

**MBE/WBE UTILIZATION PLAN (SECTION 1)**

BIDDER/PROPOSER HEREBY STATES that all MBE/WBE firms included in this Plan are certified MBEs/WBEs by at least one of the entities listed in the General Conditions.

**I. BIDDER/PROPOSER MBE/WBE STATUS:** (check the appropriate line)

- Bidder/Proposer is a certified MBE or WBE firm. (If so, attach copy of appropriate Letter of Certification)
- Bidder/Proposer is a Joint Venture and one or more Joint Venture partners are certified MBEs or WBEs. (If so, attach copies of Letter(s) of Certification, a copy of Joint Venture Agreement clearly describing the role of the MBE/WBE firm(s) and its ownership interest in the Joint Venture and a completed Joint Venture Affidavit – available from the Office of Contract Compliance)
- Bidder/Proposer is not a certified MBE or WBE firm, nor a Joint Venture with MBE/WBE partners, but will utilize MBE and WBE firms either directly or indirectly in the performance of the Contract. (If so, complete Sections II and III).

**II.  Direct Participation of MBE/WBE Firms  Indirect Participation of MBE/WBE Firms**

**Where goals have not been achieved through direct participation, Bidder/Proposer shall include documentation outlining efforts to achieve Direct Participation at the time of Bid/Proposal submission. Indirect Participation will only be considered after all efforts to achieve Direct Participation have been exhausted. Only after written documentation of Good Faith Efforts is received will Indirect Participation be considered.**

MBEs/WBEs that will perform as subcontractors/suppliers/consultants include the following:

MBE/WBE Firm: Mid-America Consulting Group Inc.

Address: 3700 Euclid Avenue, Cleveland, OH, 44115

E-mail: Andrew.banks@mcqcorp.com

Contact Person: Andrew Banks Phone: 216-432-6910

Dollar Amount Participation: \$ 500,000

Percent Amount of Participation: 35% %

\*Letter of Intent attached? Yes  No

\*Letter of Certification attached? Yes  No

MBE/WBE Firm: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Dollar Amount Participation: \$ \_\_\_\_\_

Percent Amount of Participation: \_\_\_\_\_ %

\*Letter of Intent attached? Yes \_\_\_\_\_ No \_\_\_\_\_

\*Letter of Certification attached? Yes \_\_\_\_\_ No \_\_\_\_\_

Attach additional sheets as needed.

**\*Additionally, all Letters of Intent, Letters of Certification and documentation of Good Faith Efforts omitted from this bid/proposal must be submitted to the Office of Contract Compliance so as to assure receipt by the Contract Compliance Administrator not later than three (3) business days after the Bid Opening date.**

**COOK COUNTY GOVERNMENT LETTER OF INTENT (SECTION 2)**

M/WBE Firm: Mid-America Consulting Group Certifying Agency: NOMSDC (Reciprocal Certification w/CMSDC)

Address: 3700 Euclid Avenue Certification Expiration Date: 03/05/2014

City/State: Cleveland, OH Zip 44115 FEIN #: 34-1581387

Phone: 216-432-6910 Fax: 216-432-2530 Contact Person: Andrew Banks

Email: Andrew.banks@mcgcorp.com Contract #: \_\_\_\_\_

Participation:  Direct  Indirect

Will the M/WBE firm be subcontracting any of the performance of this contract to another firm?

No  Yes - Please attach explanation. Proposed Subcontractor: \_\_\_\_\_

The undersigned M/WBE is prepared to provide the following Commodities/Services for the above named Project/ Contract:

Microsoft Dynamics CRM and Microsoft SQL Server consulting services  
\_\_\_\_\_  
\_\_\_\_\_

Indicate the **Dollar Amount**, or **Percentage**, and the **Terms of Payment** for the above-described Commodities/ Services:

35% or approximately \$500,000

*(If more space is needed to fully describe M/WBE Firm's proposed scope of work and/or payment schedule, attach additional sheets)*

THE UNDERSIGNED PARTIES AGREE that this Letter of Intent will become a binding Subcontract Agreement conditioned upon the Bidder/Proposer's receipt of a signed contract from the County of Cook. The Undersigned Parties do also certify that they did not affix their signatures to this document until all areas under Description of Service/ Supply and Fees/Cost were completed.

Andrew Banks  
Signature (M/WBE)

Josh Jaquish  
Signature (Prime Bidder/Proposer)

Andrew Banks  
Print Name

Josh Jaquish  
Print Name

Mid-America Consulting Group  
Firm Name

Tribridge, Inc.  
Firm Name

3/18/13  
Date

3/28/13  
Date

Subscribed and sworn before me

Subscribed and sworn before me

this 18<sup>th</sup> day of March, 20 13  
Notary Public K. M. Hendrickson

this 28 day of March, 20 13  
Notary Public C. Valenti



**KEVIN M HENDRICKSON**  
Notary Public  
In and for the State of Ohio  
My Commission Expires  
**June 26, 2017**

SEAL

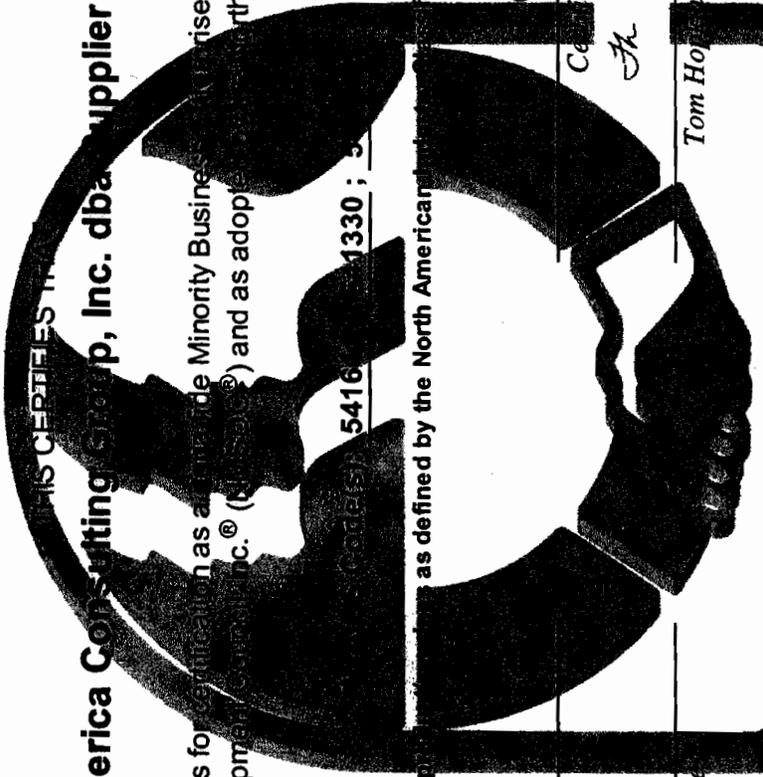


Northern Ohio Minority Supplier Development Council



Mid-America Consulting Group, Inc. dba Supplier Gateway

Has met the requirements for certification as a Minority Business Enterprise (MBE) as defined by the National Minority Supplier Development Council (NMSDC) and as adopted by the Northern Ohio Minority Supplier Development Council



5416 1330 ; 3

\*\*Description of their participation in the North American Classification System (NAICS)

03/05/2013

Issued Date

03/05/2014

Expiration Date

07/97-036

Certificate Number

*JK 1150*

Tom Hopkins Board Chairman

By using your assigned (through NMSDC) ID number, you can view the original certificate by

logging in at: <http://www.nmsdc.org>.



An affiliate of the National Minority Supplier Development Council, Inc.® (NMSDC®)

## **CERTIFICATIONS (SECTION 4)**

THE FOLLOWING CERTIFICATIONS ARE MADE PURSUANT TO STATE LAW AND THE CODE. THE UNDERSIGNED IS CAUTIONED TO CAREFULLY READ THESE CERTIFICATIONS PRIOR TO SIGNING THE SIGNATURE PAGE. SIGNING THE SIGNATURE PAGE SHALL CONSTITUTE A WARRANTY BY THE UNDERSIGNED THAT ALL THE STATEMENTS, CERTIFICATIONS AND INFORMATION SET FORTH WITHIN THESE CERTIFICATIONS ARE TRUE, COMPLETE AND CORRECT AS OF THE DATE THE SIGNATURE PAGE IS SIGNED. THE UNDERSIGNED IS NOTIFIED THAT IF THE COUNTY LEARNS THAT ANY OF THE FOLLOWING CERTIFICATIONS WERE FALSELY MADE, THAT ANY CONTRACT ENTERED INTO WITH THE UNDERSIGNED SHALL BE SUBJECT TO TERMINATION.

### **A. PERSONS AND ENTITIES SUBJECT TO DISQUALIFICATION**

No person or business entity shall be awarded a contract or sub-contract, for a period of five (5) years from the date of conviction or entry of a plea or admission of guilt, civil or criminal, if that person or business entity:

- 1) Has been convicted of an act committed, within the State of Illinois, of bribery or attempting to bribe an officer or employee of a unit of state, federal or local government or school district in the State of Illinois in that officer's or employee's official capacity;
- 2) Has been convicted by federal, state or local government of an act of bid-rigging or attempting to rig bids as defined in the Sherman Anti-Trust Act and Clayton Act. Act. 15 U.S.C. Section 1 *et seq.*;
- 3) Has been convicted of bid-rigging or attempting to rig bids under the laws of federal, state or local government;
- 4) Has been convicted of an act committed, within the State, of price-fixing or attempting to fix prices as defined by the Sherman Anti-Trust Act and the Clayton Act. 15 U.S.C. Section 1, *et seq.*;
- 5) Has been convicted of price-fixing or attempting to fix prices under the laws the State;
- 6) Has been convicted of defrauding or attempting to defraud any unit of state or local government or school district within the State of Illinois;
- 7) Has made an admission of guilt of such conduct as set forth in subsections (1) through (6) above which admission is a matter of record, whether or not such person or business entity was subject to prosecution for the offense or offenses admitted to; or
- 8) Has entered a plea of *nolo contendere* to charge of bribery, price-fixing, bid-rigging, or fraud, as set forth in sub-paragraphs (1) through (6) above.

In the case of bribery or attempting to bribe, a business entity may not be awarded a contract if an official, agent or employee of such business entity committed the Prohibited Act on behalf of the business entity and pursuant to the direction or authorization of an officer, director or other responsible official of the business entity, and such Prohibited Act occurred within three years prior to the award of the contract. In addition, a business entity shall be disqualified if an owner, partner or shareholder controlling, directly or indirectly, 20 % or more of the business entity, or an officer of the business entity has performed any Prohibited Act within five years prior to the award of the Contract.

**THE UNDERSIGNED HEREBY CERTIFIES THAT:** The Undersigned has read the provisions of Section A, Persons and Entities Subject to Disqualification, that the Undersigned has not committed any Prohibited Act set forth in Section A, and that award of the Contract to the Undersigned would not violate the provisions of such Section or of the Code.

### **B. BID-RIGGING OR BID ROTATING**

**THE UNDERSIGNED HEREBY CERTIFIES THAT:** *In accordance with 720 ILCS 5/33 E-11, neither the Undersigned nor any Affiliated Entity is barred from award of this Contract as a result of a conviction for the violation of State laws prohibiting bid-rigging or bid rotating.*

### **C. DRUG FREE WORKPLACE ACT**

**THE UNDERSIGNED HEREBY CERTIFIES THAT:** The Undersigned will provide a drug free workplace, as required by Public Act 86-1459 (30 ILCS 580/2-11).

**D. DELINQUENCY IN PAYMENT OF TAXES**

*THE UNDERSIGNED HEREBY CERTIFIES THAT: The Undersigned is not an owner or a party responsible for the payment of any tax or fee administered by Cook County, by a local municipality, or by the Illinois Department of Revenue, which such tax or fee is delinquent, such as bar award of a contract or subcontract pursuant to the Code, Chapter 34, Section 34-129.*

**E. HUMAN RIGHTS ORDINANCE**

No person who is a party to a contract with Cook County ("County") shall engage in unlawful discrimination or sexual harassment against any individual in the terms or conditions of employment, credit, public accommodations, housing, or provision of County facilities, services or programs (Code Chapter 42, Section 42-30 *et seq*).

**F. ILLINOIS HUMAN RIGHTS ACT**

*THE UNDERSIGNED HEREBY CERTIFIES THAT: It is in compliance with the the Illinois Human Rights Act (775 ILCS 5/2-105), and agrees to abide by the requirements of the Act as part of its contractual obligations.*

**G. MACBRIDE PRINCIPLES, CODE CHAPTER 34, SECTION 34-132**

If the primary contractor currently conducts business operations in Northern Ireland, or will conduct business during the projected duration of a County contract, the primary contractor shall make all reasonable and good faith efforts to conduct any such business operations in Northern Ireland in accordance with the MacBride Principles for Northern Ireland as defined in Illinois Public Act 85-1390.

**H. LIVING WAGE ORDINANCE PREFERENCE (COOK COUNTY CODE, CHAPTER 34, SECTION 34-127;**

The Code requires that a living wage must be paid to individuals employed by a Contractor which has a County Contract and by all subcontractors of such Contractor under a County Contract, throughout the duration of such County Contract. The amount of such living wage is determined from time to time by, and is available from, the Chief Financial Officer of the County.

For purposes of this EDS Section 4, H, "Contract" means any written agreement whereby the County is committed to or does expend funds in connection with the agreement or subcontract thereof. The term "Contract" as used in this EDS, Section 4, I, specifically excludes contracts with the following:

- 1) Not-For Profit Organizations (defined as a corporation having tax exempt status under Section 501(C)(3) of the United State Internal Revenue Code and recognized under the Illinois State not-for -profit law);
- 2) Community Development Block Grants;
- 3) Cook County Works Department;
- 4) Sheriff's Work Alternative Program; and
- 5) Department of Correction inmates.

**REQUIRED DISCLOSURES (SECTION 5)**

**1. DISCLOSURE OF LOBBYIST CONTACTS**

List all persons or entities that have made lobbying contacts on your behalf with respect to this contract:

Name	Address
None	
_____	_____
_____	_____
_____	_____

**2. LOCAL BUSINESS PREFERENCE DISCLOSURE; CODE, CHAPTER 34, SECTION 34-151(p);**

"Local Business" shall mean a person authorized to transact business in this State and having a bona fide establishment for transacting business located within Cook County at which it was actually transacting business on the date when any competitive solicitation for a public contract is first advertised or announced and further which employs the majority of its regular, full time work force within Cook County, including a foreign corporation duly authorized to transact business in this State and which has a bona fide establishment for transacting business located within Cook County at which it was actually transacting business on the date when any competitive solicitation for a public contract is first advertised or announced and further which employs the majority of its regular, full time work force within Cook County.

a) Is Bidder a "Local Business" as defined above?  
Yes: \_\_\_\_\_ No: X

b) If yes, list business addresses within Cook County:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

c) Does Bidder employ the majority of its regular full-time workforce within Cook County?  
Yes: \_\_\_\_\_ No: X

**3. THE CHILD SUPPORT ENFORCEMENT ORDINANCE (PREFERENCE (CODE, CHAPTER 34, SECTION 34-366)**

Every Applicant for a County Privilege shall be in full compliance with any child support order before such Applicant is entitled to receive or renew a County Privilege. When delinquent child support exists, the County shall not issue or renew any County Privilege, and may revoke any County Privilege.

**All Applicants are required to review the Cook County Affidavit of Child Support Obligations attached to this EDS (EDS-8) and complete the following, based upon the definitions and other information included in such Affidavit.**

**4. REAL ESTATE OWNERSHIP DISCLOSURES.**

The Undersigned must indicate by checking the appropriate provision below and providing all required information that either:

- a) The following is a complete list of all real estate owned by the Undersigned in Cook County:

PERMANENT INDEX NUMBER(S): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(ATTACH SHEET IF NECESSARY TO LIST ADDITIONAL INDEX NUMBERS)

OR:

- b)  The Undersigned owns no real estate in Cook County.

**5. EXCEPTIONS TO CERTIFICATIONS OR DISCLOSURES.**

If the Undersigned is unable to certify to any of the Certifications or any other statements contained in this EDS and not explained elsewhere in this EDS, the Undersigned must explain below:

\_\_\_\_\_  
\_\_\_\_\_

If the letters, "NA", the word "None" or "No Response" appears above, or if the space is left blank, it will be conclusively presumed that the Undersigned certified to all Certifications and other statements contained in this EDS.

# COOK COUNTY DISCLOSURE OF OWNERSHIP INTEREST STATEMENT

The Cook County Code of Ordinances (§2-610 *et seq.*) requires that any Applicant for any County Action must disclose information concerning ownership interests in the Applicant. This Disclosure of Ownership Interest Statement must be completed with all information current as of the date this Statement is signed. Furthermore, this Statement must be kept current, by filing an amended Statement, until such time as the County Board or County Agency shall take action on the application. The information contained in this Statement will be maintained in a database and made available for public viewing.

If you are asked to list names, but there are no applicable names to list, you must state NONE. An incomplete Statement will be returned and any action regarding this contract will be delayed. A failure to fully comply with the ordinance may result in the action taken by the County Board or County Agency being voided.

"Applicant" means any Entity or person making an application to the County for any County Action.

"County Action" means any action by a County Agency, a County Department, or the County Board regarding an ordinance or ordinance amendment, a County Board approval, or other County agency approval, with respect to contracts, leases, or sale or purchase of real estate.

"Entity" or "Legal Entity" means a sole proprietorship, corporation, partnership, association, business trust, estate, two or more persons having a joint or common interest, trustee of a land trust, other commercial or legal entity or any beneficiary or beneficiaries thereof.

This Disclosure of Ownership Interest Statement must be submitted by :

1. An Applicant for County Action and
2. An individual or Legal Entity that holds stock or a beneficial interest in the Applicant and is listed on the Applicant's Statement (a "Holder") must file a Statement and complete #1 only under **Ownership Interest Declaration**.

Please print or type responses clearly and legibly. Add additional pages if needed, being careful to identify each portion of the form to which each additional page refers.

This Statement is being made by the  Applicant or  Stock/Beneficial Interest Holder

This Statement is an:  Original Statement or  Amended Statement

## Identifying Information:

Name Tribridge Holdings LLC D/B/A: Tribridge, Inc. EIN NO.: 26-3955872

Street Address: 4830 West Kennedy Boulevard, Suite 890

City: Tampa State: FL Zip Code: 33609

Phone No.: 813-287-8887

## Form of Legal Entity:

Sole Proprietor  Partnership  Corporation  Trustee of Land Trust

Business Trust  Estate  Association  Joint Venture

Other (describe) \_\_\_\_\_

**Ownership Interest Declaration:**

1. List the name(s), address, and percent ownership of each individual and each Entity having a legal or beneficial interest (including ownership) of more than five percent (5%) in the Applicant/Holder.

Name	Address	%Applicant/Holder	Percentage Interest in
LLR Partners	2929 Arch Street	Philadelphia PA 19104	70% ownership
Tribridge Inc.	4830 Kennedy Blvd	Tampa FL 33609	16% ownership

2. If the interest of any individual or any Entity listed in (1) above is held as an agent or agents, or a nominee or nominees, list the name and address of the principal on whose behalf the interest is held.

Name of Agent/Nominee	Name of Principal	Principal's Address

3. Is the Applicant constructively controlled by another person or Legal Entity? [  ] Yes [  ] No  
 If yes, state the name, address and percentage of beneficial interest of such person or legal entity, and the relationship under which such control is being or may be exercised.

Name	Address	Percentage of Beneficial Interest	Relationship
LLR Partners	2929 Arch Street Philadelphia PA 19104	70%	Majority investor

**Declaration (check the applicable box):**

- I state under oath that the Applicant has withheld no disclosure as to ownership interest in the Applicant nor served any information, data or plan as to the intended use or purpose for which the Applicant seeks County Board or other County Agency action.
- I state under oath that the Holder has withheld no disclosure as to ownership interest nor reserved any information required to be disclosed.

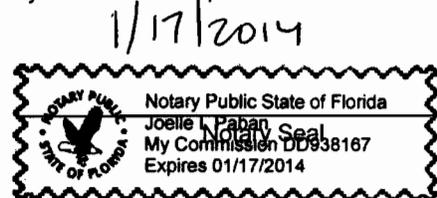
Anthony DiBenedetto  
 Name of Authorized Applicant/Holder Representative (please print or type)  
[Signature], CEO  
 Signature  
tony.dibenedetto@tribridge.com  
 E-mail address

CEO  
 Title  
5-20-13  
 Date  
813-287-8887  
 Phone Number

Subscribed to and sworn before me this 20 day of May, 2013

X [Signature]  
 Notary Public Signature

My commission expires:





## COOK COUNTY BOARD OF ETHICS

69 W. WASHINGTON STREET, SUITE 3040

CHICAGO, ILLINOIS 60602

312/603-4304

312/603-9988 FAX 312/603-1011 TT/TDD

### **FAMILIAL RELATIONSHIP DISCLOSURE PROVISION:**

Section 2-582 of the Cook County Ethics Ordinance requires any person or persons doing business with Cook County, upon execution of a contract with Cook County, to disclose to the Cook County Board of Ethics the existence of familial relationships they may have with all persons holding elective office in the State of Illinois, the County of Cook, or in any municipality within the County of Cook.

The disclosure required by this section shall be filed by January 1 of each calendar year or within thirty (30) days of the execution of any contract or lease. Any person filing a late disclosure statement after January 31 shall be assessed a late filing fee of \$100.00 per day that the disclosure is late. Any person found guilty of violating any provision of this section or knowingly filing a false, misleading, or incomplete disclosure to the Cook County Board of Ethics shall be prohibited, for a period of three (3) years, from engaging, directly or indirectly, in any business with Cook County. *Note:* Please see Chapter 2 Administration, Article VII Ethics, Section 2-582 of the Cook County Code to view the full provisions of this section.

If you have questions concerning this disclosure requirement, please call the Cook County Board of Ethics at (312) 603-4304.

*Note:* A current list of contractors doing business with Cook County is available via the Cook County Board of Ethics' website at:

[http://www.cookcountygov.com/taxonomy/ethics/Listings/cc\\_ethics\\_VendorList\\_.pdf](http://www.cookcountygov.com/taxonomy/ethics/Listings/cc_ethics_VendorList_.pdf)

### **DEFINITIONS:**

*"Calendar year"* means January 1 to December 31 of each year.

*"Doing business"* for this Ordinance provision means any one or any combination of leases, contracts, or purchases to or with Cook County or any Cook County agency in excess of \$25,000 in any calendar year.

*"Familial relationship"* means a person who is related to an official or employee as spouse or any of the following, whether by blood, marriage or adoption:

- |           |                   |                |
|-----------|-------------------|----------------|
| ▪ Parent  | ▪ Grandparent     | ▪ Stepfather   |
| ▪ Child   | ▪ Grandchild      | ▪ Stepmother   |
| ▪ Brother | ▪ Father-in-law   | ▪ Stepson      |
| ▪ Sister  | ▪ Mother-in-law   | ▪ Stepdaughter |
| ▪ Aunt    | ▪ Son-in-law      | ▪ Stepbrother  |
| ▪ Uncle   | ▪ Daughter-in-law | ▪ Stepsister   |
| ▪ Niece   | ▪ Brother-in-law  | ▪ Half-brother |
| ▪ Nephew  | ▪ Sister-in-law   | ▪ Half-sister  |

*"Person"* means any individual, entity, corporation, partnership, firm, association, union, trust, estate, as well as any parent or subsidiary of any of the foregoing, and whether or not operated for profit.



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**SIGNATURE BY A LIMITED LIABILITY CORPORATION**  
**(SECTION 8)**

The Undersigned hereby certifies and warrants: that all of the statements, certifications, and representations set forth in this EDS are true, complete and correct; that the Undersigned is in full compliance and will continue to be in compliance throughout the term of the Contract or County Privilege issued to the Undersigned with all the policies and requirements set forth in this EDS; and that all of the facts and information provided by the Undersigned in this EDS are true, complete and correct. The Undersigned agrees to inform the Procurement Director in writing if any of such statements, certifications, representations, facts or information becomes or is found to be untrue, incomplete or incorrect during the term of the Contract or County Privilege.

BUSINESS NAME: Tribridge Holdings LLC

BUSINESS ADDRESS: 4830 West Kennedy Boulevard, Suite 890, Tampa, FL. 33609

BUSINESS TELEPHONE: 813-287-8887 FAX NUMBER: 813-287-8688

CONTACT PERSON: Barbara Powell

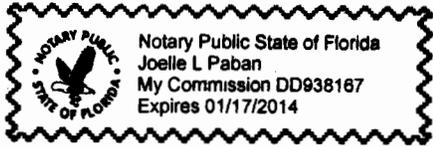
FEIN: 26-3955872 \* CORPORATE FILE NUMBER: \_\_\_\_\_

MANAGING MEMBER: Anthony DiBenedetto, CEO MANAGING MEMBER: \_\_\_\_\_

\*\*SIGNATURE OF MANAGER: *Anthony DiBenedetto, CEO*

ATTEST: *JJP*

Subscribed and sworn to before me this  
20<sup>th</sup> day of May, 2013



X *Joelle L. Paban*  
Notary Public Signature

\_\_\_\_\_  
Notary Seal

- \* If the LLC is not registered in the State of Illinois, a copy of a current Certificate of Good Standing from the state of incorporation must be submitted with this Signature Page.
- \*\* Attach either a certified copy of the by-laws, articles, resolution or other authorization demonstrating such persons to sign the Signature Page on behalf of the LLC.

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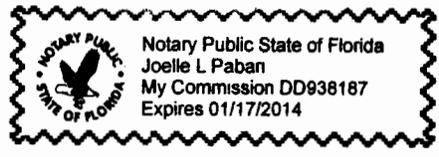
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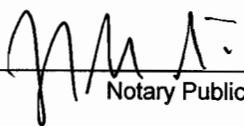
MANAGING MEMBER: Anthony DiBenedetto, CEO MANAGING MEMBER: \_\_\_\_\_

\*\*SIGNATURE OF MANAGER:  , CEO

ATTEST: 

Subscribed and sworn to before me this  
20th day of May, 2013



X   
Notary Public Signature

\_\_\_\_\_  
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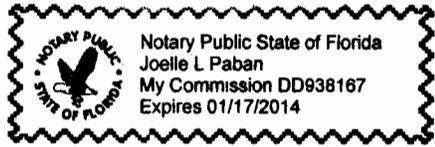
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MANAGING MEMBER: Anthony DiBenedetto, CEO MANAGING MEMBER: \_\_\_\_\_

\*\*SIGNATURE OF MANAGER: *Anthony DiBenedetto*, CEO

ATTEST: *J L Paban*

Subscribed and sworn to before me this  
20th day of May, 2013



X *J L Paban*  
Notary Public Signature

\_\_\_\_\_  
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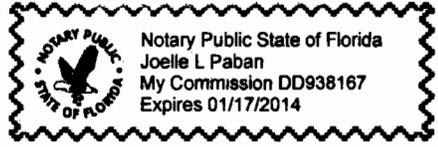
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\*\*SIGNATURE OF MANAGER: *Anthony DiBenedetto*, CEO

ATTEST: *JRP*

Subscribed and sworn to before me this  
20<sup>th</sup> day of May, 2013



X *M. Paban*  
Notary Public Signature

\_\_\_\_\_  
Notary Seal

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# Delaware

PAGE 1

*The First State*

I, JEFFREY W. BULLOCK, SECRETARY OF STATE OF THE STATE OF DELAWARE, DO HEREBY CERTIFY "TRIBRIDGE HOLDINGS, LLC" IS DULY FORMED UNDER THE LAWS OF THE STATE OF DELAWARE AND IS IN GOOD STANDING AND HAS A LEGAL EXISTENCE SO FAR AS THE RECORDS OF THIS OFFICE SHOW, AS OF THE NINTH DAY OF APRIL, A.D. 2013.

4640193 8300

130413231

You may verify this certificate online  
at [corp.delaware.gov/authver.shtml](http://corp.delaware.gov/authver.shtml)



  
Jeffrey W. Bullock, Secretary of State  
AUTHENTICATION: 0344509

DATE: 04-09-13

COOK COUNTY SIGNATURE PAGE  
(SECTION 10)

ON BEHALF OF THE COUNTY OF COOK, A BODY POLITIC AND CORPORATE OF THE STATE OF ILLINOIS, THIS CONTRACT IS HEREBY EXECUTED BY:



COOK COUNTY CHIEF PROCUREMENT OFFICER

DATED AT CHICAGO, ILLINOIS THIS 23 DAY OF May, 2013.

IN THE CASE OF A BID PROPOSAL, THE COUNTY HEREBY ACCEPTS:

THE FOREGOING BID/PROPOSAL AS IDENTIFIED IN THE CONTRACT DOCUMENTS FOR CONTRACT NUMBER

OR

ITEM(S), SECTION(S), PART(S): \_\_\_\_\_

TOTAL AMOUNT OF CONTRACT: Two Million One Hundred Seventy Nine Thousand Five Hundred Dollars (\$2,179,500.00)

FUND CHARGEABLE: 71520600.560451.8300

APPROVED AS TO FORM:



ASSISTANT STATE'S ATTORNEY  
(Required on contracts over \$1,000,000.00)

APPROVED BY BOARD OF  
COOK COUNTY COMMISSIONERS

MAY 08 2013

COM \_\_\_\_\_

*Contract No. 13-11-12685 Jail Management Information System*

EXHIBIT 1

LICENSE AGREEMENT

**TRIBRIDGE HOLDINGS, LLC  
INTELLECTUAL PROPERTY LICENSE AGREEMENT**

**THIS INTELLECTUAL PROPERTY LICENSE AGREEMENT** ("License") is made as of the Effective Date as defined in the Agreement by **Tribridge Holdings, LLC**, a Delaware limited liability company having its principal place of business at 4830 W. Kennedy Blvd., Suite 890, Tampa, FL, 33609 ("Tribridge") and "Licensee", which means the County as defined in the Agreement, for good and valuable consideration and on the promises and premises set forth below.

**1. Definitions**

**Agreement** has the same meaning as defined in the Professional Services Agreement dated as of the Effective Date between Tribridge and Licensee.

**Confidential Information** has the same meaning given to such term in the Agreement.

**Copyrights** means any and all copyrighted and copyrightable materials, whether or not registered, published, or containing a copyright notice, in any and all media, and further including but not limited to, any and all moral rights and corresponding rights under international agreements and conventions, Derivatives, and any and all applications for registrations, registrations, and/or renewals of any of the foregoing.

**Derivatives** means any and all adaptations, enhancements, improvements, modifications, revisions, derivations, or translations of or to Intellectual Property.

**Fees:** As set forth in Exhibit 3 Statement of Work.

**Intellectual Property** means any and all (a) Confidential Information; (b) Copyrights; (c) Patents; (d) Derivatives; (e) Technical Information; (f) Technology; and (g) any and all other intellectual property or proprietary rights relating to or arising from any or all of the foregoing.

**Licensed Software** means the software identified in Exhibit [X], Statement of Work, in object and/or source code format, as the parties may agree, along with any documentation provided by Tribridge pursuant to this License. The definition of Licensed Software specifically includes all Confidential Information and Intellectual Property in or relating or referring to the Licensed Software. Licensed Software excludes Derivatives of the Licensed Software, created by Tribridge or Licensee or both of them pursuant to this Agreement; such Derivatives shall be owned jointly by the parties, and Tribridge shall retain the right to use the know-how, ideas, techniques, and concepts used by it in developing such Derivatives under this Agreement.

**Licensed Users** means the number of users identified in Exhibit [X], Statement of Work and authorized under this License.

**Patents** means and all patents, patentable materials, letters patent and utility models, including reissues, divisionals, continuations, continuations-in-part, renewals, and extensions of any of the foregoing and applications therefor (and patents which may issue on such applications) in the United States and foreign states.

**Technical Information:** means data and other technical information including, but not limited to: (a) engineering documentation, such as development records, production software information, algorithms, flow charts, design information, drawings, specifications and data sheets; (b) manufacturing documentation such as manufacturing drawings, instructions, specifications, procedures, methods, standards documentation, tooling and fixture drawings, process specifications and instructions; (c) quality and reliability documentation such as quality plans, specifications, instructions, procedures, test plans, test records and regulatory documentation; and (d) user manuals, on-line help, training materials, installation instructions, release notes, problem reports and resolutions, and marketing studies, which may be disclosed by the Party in possession thereof without violating obligations to a third Party, and further including any and all Intellectual Property therein, or relating or referring thereto.

**Technology** means know-how, show how, procedures, systems, processes, trade secrets, inventions (whether or not patentable and whether or not reduced to practice), algorithms, formulae, research and development data; manufacturing, development and production techniques; and all other proprietary information relating thereto, and further including any and all Intellectual Property therein, or relating or referring thereto.

## **2.0 Software License**

**2.1 License Grant:** Upon final payment of the total cost of Cook County JMS Implementation, as set forth Section 7 of Exhibit 3, Statement of Work, and without requiring any payment for Optional Post Implementation Support as defined in that Section 7, Tribridge grants to Licensee a non-exclusive, perpetual, irrevocable, fully paid-up, royalty-free, worldwide limited license to use the Licensed Software, in object and/or source code format, as the parties may agree, solely for the internal business purpose of Licensee. This License is specifically limited to the number of Licensed Users identified in Exhibit 3, Statement of Work.

## **2.2 Use of License.**

- a.** Licensee expressly acknowledges and agrees that the Licensed Software (exclusive of Derivatives) is wholly proprietary to Tribridge. Tribridge retains all right, title, and interest in the Licensed Software, and Licensee has no rights to the Licensed Software other than as expressly set forth in this Agreement.
- b.** Tribridge shall provide XML compiled solution, as defined in Exhibit [XX], and also known as source code, to Licensee.

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- c. Other than as expressly permitted by this Agreement, Licensee agrees not to publish or distribute the Licensed Software or use it for any commercial purpose. Other than as expressly permitted by this Agreement, Licensee agrees not to use the Derivatives for any commercial purpose.
- d. Licensee has the limited license to create Derivatives of the Licensed Software, solely for use with the Licensed Software, and not as stand-alone components. Licensee acknowledges and agrees that all portions of any Derivatives of the Licensed Software that it creates or has created for it by a third party are the sole property of Licensee, subject to the terms of this Agreement. Licensee irrevocably grants, transfers, and assigns to Tribridge, without reservation, a fully paid up, royalty-free, perpetual worldwide nonexclusive license in and to all Derivatives of the Licensed Software, which Licensee may have or acquire, by operation of law or otherwise.
- e. Licensee will not copy, in whole or in part, the Licensed Software except for backup and archiving purposes.
- f. Licensee agrees that it will not directly or indirectly export or transmit the Licensed Software, in whole or in part, or any technical data relating thereto, to any country to which such export or transmission is restricted by any applicable U.S. or international regulation or statute, without prior written consent, if required, of the Bureau of Export Administration of the U.S. Department of Commerce, or other such governmental entity as may have jurisdiction over such export or transmission.

**3.0. Confidential Information**

- 3.1 Recipient agrees to use commercially reasonable care, but in no event no less than the same degree of care that it uses to protect its own confidential and proprietary information, to prevent the unauthorized use, disclosure, publication or dissemination of the Discloser Confidential Information. Recipient will provide Discloser's Confidential Information to its employees and contractors only on a "need to know" basis, subject to the terms of this License, provided that Recipient's employees and contractors have entered into a written Confidential and Non-Disclosure Agreement with Recipient substantially in accordance with these terms and conditions.
- 3.2 Recipient agrees not to use Discloser Confidential Information for its own or any third party benefit without the prior written approval of Discloser. Notwithstanding the foregoing, Recipient may disclose such Confidential Information if and to the extent required by any judicial or governmental request, requirement or order, provided that Recipient agrees to take reasonable steps to give Discloser sufficient prior written notice in order to enable Discloser to contest such request, requirement or order. Recipient will return all tangible Discloser Confidential Information, including but not limited to all computer programs, documentation, notes, plans, drawings, and copies thereof, to Discloser immediately upon Discloser's written request.
- 3.3 All Discloser Confidential Information, including any and all Derivatives thereof created

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by Discloser or Recipient, will be and remain the property of Discloser and no license or other rights to such Confidential Information is granted or implied. Discloser warrants only that it has the right to disclose the Discloser Confidential Information to Recipient. All Discloser Confidential Information is provided "AS IS" and without any warranty, express, implied or otherwise, regarding its accuracy or performance.

**3.4** The terms and conditions of this Agreement will be deemed Confidential Information of both Parties.

**3.5** The obligation of Recipient to maintain the confidentiality of Discloser Confidential Information will survive the expiration or termination of this Agreement for as long as the information in issue is within the definition of Confidential Information or otherwise agreed to in writing by Discloser.

**4.0 Notice of Applicable Law; Exemption under Public Records Disclosure Laws**

**4.1** Licensee gives notice to Tribridge that Tribridge is subject to the Illinois Public Records Act, the Illinois Freedom of Information Act, and other local, state, and federal statutes pertaining to records kept by government law enforcement agencies.

**4.2** The parties agree that all Tribridge Confidential Information and Intellectual Property constitutes and/or will constitute "trade secrets" as defined by the Uniform Trade Secrets Act as enacted, and/or pursuant to other applicable state or Federal law. Tribridge expressly claims exemption from disclosure of this Agreement under any public records law that is or may be applicable to this Agreement. To the extent permitted by law, Licensee agrees that prior to any statutorily mandatory disclosure of such Tribridge Confidential Information or Intellectual Property, it will promptly notify Tribridge of any request for disclosure so that Tribridge may take such action or actions it deems necessary to prevent such disclosure.

**5.0 Disclaimer and Limited Liability**

TRIBRIDGE EXPRESSLY DISCLAIMS ANY AND ALL LIABILITY FOR INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, WHETHER ARISING OUT OF CONTRACT OR TORT OR OTHERWISE, EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT WILL TRIBRIDGE'S TOTAL LIABILITY ARISING OUT OF OR IN ANY MANNER RELATED TO THIS AGREEMENT EXCEED THE AMOUNT PAID BY LICENSEE TO TRIBRIDGE HEREUNDER.

**6.0 Warranties and Representations**

**6.1** TRIBRIDGE REPRESENTS AND WARRANTS THAT IT POSSESSES GOOD AND MARKETABLE TITLE TO THE LICENSED SOFTWARE, FREE AND CLEAR OF ALL LIENS, CLAIMS, AND ENCUMBRANCES. TO THE EXTENT THAT ANY THIRD PARTY TENDERS THE LICENSED SOFTWARE, ANY INTELLECTUAL PROPERTY

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INTEREST THEREIN, OR ANY DERIVATIVE THEREOF TO THE LICENSEE, TRIBRIDGE WAIVES ALL CLAIMS AGAINST THE LICENSEE RELATING TO LICENSEE'S USE OF SUCH TENDERED LICENSED SOFTWARE, INTELLECTUAL PROPERTY INTEREST, AND DERIVATIVE AND MAY ASSERT NO LIEN OR ENCUMBRANCE UPON SUCH TENDERED LICENSED SOFTWARE.

- 6.2 TRIBRIDGE WARRANTS THAT ITS SERVICES WILL BE PERFORMED IN ACCORDANCE WITH EACH STATEMENT OF WORK AND IN A PROFESSIONAL AND WORKMANLIKE MANNER, AND TRIBRIDGE WILL UNDERTAKE TO CORRECT ANY WORK NOT IN COMPLIANCE WITH THIS WARRANTY BROUGHT TO TRIBRIDGE'S ATTENTION WITHIN NINETY (90) DAYS AFTER THE LATER OF THE DATE THE SERVICE WAS PERFORMED OR THE DATE THE PROBLEM WAS DISCOVERED, BUT IN ANY EVENT WITHIN ONE HUNDRED EIGHTY (180) DAYS AFTER THE DATE THE SERVICE IS PERFORMED. SUCH WARRANTY APPLIES ONLY TO SYSTEM ERROR ISSUES IN TRIBRIDGE OFFENDER MANAGEMENT, COMMONLY REFERRED TO AS BUGS. A SYSTEM ERROR MEANS ANY ERROR, PROBLEM OR DEFECT, WHICH IS REPRODUCIBLE BY TRIBRIDGE, THAT RESULTS FROM AN INCORRECT FUNCTIONING OF TRIBRIDGE OFFENDER MANAGEMENT, IF SUCH ERROR, PROBLEM OR DEFECT CAUSES INCORRECT RESULTS OR INCORRECT FUNCTIONS TO OCCUR (E.G., THE SYSTEM ADDS 2 + 2 AND THE RESULT IS 5). SUCH WARRANTY IS NOT APPLICABLE IF THE PROBLEM IS CAUSED BY (I) ANY MODIFICATION, VARIATION OR ADDITION TO TRIBRIDGE OFFENDER MANAGEMENT NOT PERFORMED BY TRIBRIDGE; (II) LICENSEE'S INCORRECT USE, ABUSE OR CORRUPTION OF TRIBRIDGE OFFENDER MANAGEMENT; (III) USE OF TRIBRIDGE OFFENDER MANAGEMENT WITH OTHER SOFTWARE OR ON EQUIPMENT WITH WHICH TRIBRIDGE OFFENDER MANAGEMENT IS INCOMPATIBLE, OR (IV) ERROR CONDITIONS THAT DO NOT SIGNIFICANTLY IMPAIR OR AFFECT OPERATION OF TRIBRIDGE OFFENDER MANAGEMENT.
- 6.3 TRIBRIDGE ALSO WARRANTS THAT, AS LONG AS LICENSEE IS CURRENT ON ITS MAINTENANCE PLAN FOR THE LICENSED SOFTWARE, THE LICENSED SOFTWARE WILL FUNCTION AS DESIGNED WITH SUPPORTED VERSIONS OF MICROSOFT DYNAMICS CRM.
- 6.4 EXCEPT AS OTHERWISE STATED ABOVE, TRIBRIDGE MAKES NO REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, REGARDING THE LICENSED SOFTWARE OR THIRD PARTY SOFTWARE, INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, OR ITS USE AND OPERATION.

**7.0 Indemnification**

- 7.1 Tribridge agrees to defend, indemnify and hold harmless Licensee against any loss, liability, damage, cost or expense, including reasonable legal fees, arising out of any claim or suit which may be brought or made against Licensee arising from any allegation that use of any or all of the Licensed Software, in the form and manner provided by Tribridge to Licensee and not covered by Section 7.4, infringes or otherwise violates the Intellectual Property of a third party.
- 7.2 Tribridge will have no liability or obligation of indemnification for any allegation of Intellectual Property infringement where such claim or suit arises from (a) the combination, operation, or use of the Licensed Software with any third party goods or services not specifically provided or authorized by Tribridge, if such claim of infringement would have been avoided but for such combination, operation or use or (b) any modifications, alterations, changes or Derivatives of the Licensed Software created by or on behalf of Licensee by a party other than Tribridge. Tribridge will have control over the selection of counsel (subject to Licensee's approval, which shall not be unreasonably withheld) and the defense of any claim or any settlement thereof, and Licensee will provide Tribridge with its reasonable assistance in the defense of such claim, at the expense of Tribridge, provided that in no event will Tribridge enter into any settlement with any such third party that would bind Licensee to such third party in any manner without the express prior written consent of Licensee.
- 7.3 In the event that any or all of the Licensed Software is determined to infringe the Intellectual Property of a third party, by either judicial determination or agreement between Tribridge and such third party, Tribridge will have the right, as Licensee's sole remedy against Tribridge, to elect to take any of the following actions, at its sole discretion: (i) modify the Licensed Software to be non-infringing, (ii) obtain a license from such third party to enable Licensee to continue to use the Licensed Software, or (iii) terminate this License.
- 7.4 Licensee agrees to defend, indemnify and hold harmless Tribridge against any loss, liability, damage, cost or expense, including reasonable legal fees, arising out of any claim or suit which may be brought or made against Tribridge arising from (a) the combination, operation, or use of the Licensed Software with any third party goods or services not specifically provided, certified or authorized by Tribridge, if such claim of infringement would have been avoided but for such combination, operation or use, or (b) any Derivatives created by or on behalf of Licensee and not specifically provided certified or authorized by Tribridge, if such claim of infringement would have been avoided but for such Derivatives. Licensee will have control over the selection of counsel (subject to Tribridge's approval, which shall not be unreasonably withheld) and the defense of any claim or any settlement thereof, and Tribridge will provide Licensee with its reasonable assistance in the defense of such claim, at the expense of Licensee, provided that in no event will Licensee enter into any settlement with any such third party

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that involves the Licensed Software in any way and/or would bind Licensee to such third party in any manner, without the express prior written consent of Tribridge.

- 7.5 Notification.** In the event one party seeks indemnification under this Section, it will immediately notify the other party in writing of any claim or proceeding brought against it for which it seeks indemnification hereunder.
- 7.6** The provisions of this Section will survive the expiration or other termination of this Agreement.
- 8.0 Term and Termination**
- 8.1** This Licensee will commence on the Effective Date and continue for the duration of the Term, and any Renewal Term, set forth in the Agreement, unless otherwise terminated pursuant to this section 8.0.
- 8.2** Without prejudice to any rights which it may have under this Agreement or in law, equity or otherwise, Tribridge has the right to terminate this License effective on written notice to Licensee if Licensee (i) is in breach of Sections 2, 3, 4, 7 or 9.3 of this Exhibit or (ii) Licensee makes any unauthorized assignment for the benefit of creditors, or files any petition under the bankruptcy or insolvency laws of any jurisdiction, or has a receiver or trustee appointed for its business or property, or is adjudicated a bankrupt or an insolvent.
- 9.0 General**
- 9.1 Independent Contractor.** This Agreement does not constitute and will not be construed as constituting a partnership or joint venture between Tribridge and Licensee. Neither party shall have any right to obligate or bind the other party in any manner whatsoever, and nothing herein contained shall give, or is intended to give, any rights of any kind to any third persons.
- 9.2 Notices.** All notices given pursuant to this License may be sent by certified mail, confirmed email or facsimile, hand-delivery, or any other confirmed method of delivery, to the signatories of this License, at their respective business addresses.
- 9.3 Assignment.** Licensee may not assign any of its rights or obligations under this License without the prior written approval of Tribridge, which may be given or withheld at the discretion of Tribridge. Any assignment made in violation of this Section will be void, unenforceable, and deemed a breach of Section 8.2.a of this License.
- 9.4 Waiver, Amendment or Modification.** Any waiver, amendment or modification of this Agreement will be effective only if made in writing and signed by the parties. No failure or delay by either party in exercising any right, power or remedy with respect to any of its rights hereunder shall operate as a waiver thereof in the future.

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- 9.5 Compliance with Laws.** Licensee will comply with all federal, state, and local laws, codes, ordinances, rules, and regulations in its use of the Licensed Software, and in performing its duties, responsibilities, and obligations pursuant to this Agreement.
- 9.6 Law and Venue.** This License will be expressly and solely interpreted and construed in accordance with and governed by the laws of the State of Illinois. Any claims, actions, or controversies between the parties arising out of this Agreement and any action involving the enforcement or interpretation of any rights hereunder will be exclusively brought in any court of competent jurisdiction in Cook County, Illinois, and each party expressly agrees to personal jurisdiction and venue in such court.
- 9.7 Selection of Software.** Licensee represents that it has personnel who are qualified to make acquisition decisions for the Licensed Software and other information technology on its behalf. Licensee further represents that these qualified personnel have participated in determining the suitability of the Licensed Software. Licensee understands that it is impossible for Tribridge to demonstrate every aspect of the Licensed Software, and that it is therefore Licensee's responsibility to ensure that the Licensed Software meets all of its requirements.

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EXHIBIT 2

SCOPE OF SERVICES

**1. Project Scope**

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Cook County Sheriff’s Office is currently using a Jail Management System (JMS) that does not fully meet the County’s requirements, is costly and time-consuming to modify, and provides limited scalability to meet the County’s future needs. Cook County Sheriff’s Office seeks to replace this system with a more robust, flexible, and scalable solution. The scope of this project is to implement a new JMS utilizing Microsoft Dynamics CRM and Tribridge Offender Management for 1,800 users within the following key business functions, which were provided to Tribridge and outlined in Appendix A. Furthermore, Cook County would like to leverage the same platform and solution framework as the State of Illinois in order to more easily facilitate information sharing, ultimately driving towards the States’ vision of a unified justice system.

For reference purposes, we have indicated the areas where Tribridge Offender Management provides existing functionality that Cook County will be able to leverage to significantly decrease the implement time and costs. While these areas exist, Tribridge will, through the implementation process outlined herein, configure the solution to meet Cook County Sheriff’s specific requirements as outlined in Appendix A. Such areas are referenced as “Foundation provided in Tribridge Offender Management.”

Area of Scope	Tribridge Offender Management Comment
1. Auditing and Logging	Foundation provided in Tribridge Offender Management
2. Availability/Reliability	In scope, but requirements are infrastructure related and not specific to Tribridge Offender Management
3. Booking Functions	Foundation provided in Tribridge Offender Management
4. Client (User) Interface	Foundation provided in Tribridge Offender Management
5. Contract	Refers to contractual obligations and not Tribridge Offender Management functionality
6. Data Communication	Refers to network requirements and not Tribridge Offender Management functionality
7. Defining Charges, Recording Bonds and Managing Sentences, Court Orders and Conditions of Bond	Foundation provided in Tribridge Offender Management
8. Detainee Classifications	Foundation provided in Tribridge Offender Management
9. Detainee Health Records	Foundation provided in Tribridge Offender Management

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<b>Area of Scope</b>	<b>Tribridge Offender Management Comment</b>
10. Detainee Movement and Tracking	Foundation provided in Tribridge Offender Management
11. Property	Foundation provided in Tribridge Offender Management
12. Meal Planning	In scope, but not applicable for Tribridge Offender Management
13. Detainee Release	Foundation provided in Tribridge Offender Management
14. Scheduling and Calendar	Foundation provided in Tribridge Offender Management
15. Detainee Training	Foundation provided in Tribridge Offender Management
16. External Identification Capture & Storage	Foundation provided in Tribridge Offender Management
17. Housing	Foundation provided in Tribridge Offender Management
17. Incidents, Grievances and Appeals	Foundation provided in Tribridge Offender Management
18. Photo Lineups, Mug Books, Posters	Foundation provided in Tribridge Offender Management
19. Re-associating and Merging Records	Foundation provided in Tribridge Offender Management
20. Record Expungement	In scope and currently in development for Tribridge Offender Management's next release
21. Role Based Security	Foundation provided in Tribridge Offender Management
22. System Configuration	Foundation provided in Tribridge Offender Management
23. Training	Foundation provided in Tribridge Offender Management
24. Use of Force	Foundation provided in Tribridge Offender Management
25. Visitor and Mail Tracking	Foundation provided in Tribridge Offender Management
26. Reporting	Foundation provided in Tribridge Offender Management
27. Connections to Bar Coding and Fingerprinting software	In scope, but not applicable for Tribridge Offender Management
28. Display of Commissary and Trust Accounting data via iFrames	In scope, but not applicable for Tribridge Offender Management

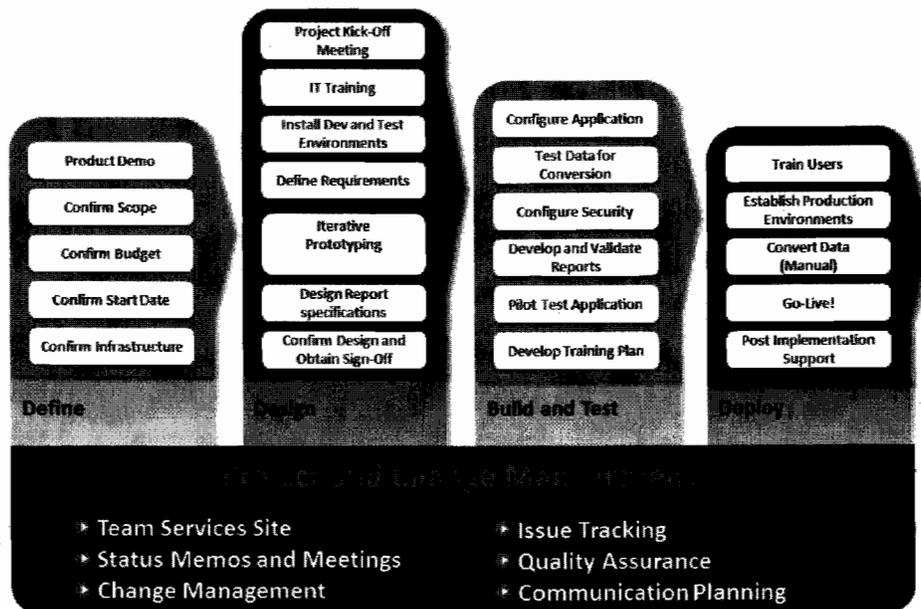
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<b>Area of Scope</b>	<b>Tribridge Offender Management Comment</b>
29. Data migration from current JMS application	In scope, but not applicable for Tribridge Offender Management
30. Integrations to Cerner Detainee Health system and Property Management system	In scope, but not applicable for Tribridge Offender Management
31. Interfaces with: a. Alpha Roster b. County Jail Population Monthly c. Get Image d. HSF Transfer e. IVR f. SOC Output g. Web Table Update h. Western Union i. Victim Notification	In scope, but not applicable for Tribridge Offender Management

## 2. Project Approach

In order to have a successful system implementation effort, it is critical that thorough planning and design work are performed on the front-end. Tribridge will work with you to ensure you are prepared for this effort. Included in our approach are procedures to ensure completeness, quality control, and technical problem resolution. Our approach leverages the combined effort of the joint project team, staffed by Tribridge and Cook County resources. Cook County's thorough and committed involvement throughout the project contributes to a more successful project and the ability to support the system after Go Live.

The following points describe the steps included in our approach to implementing Microsoft Dynamics CRM and Tribridge Offender Management. Other details specific to Cook County's implementation are described in our Project Assumptions section. As discussed with Cook County, our methodology and approach herein assumes a single Go Live (i.e., cutover to a Production environment).



### 1. Define Phase

Systems Architecture Review – A review of the current infrastructure is conducted to determine the hardware and software needed to support the implementation.

Project Planning – A planning meeting is conducted to confirm the scope, deliverables, and target milestones dates for the project. Expectations, time requirements and the project schedule are reviewed. The high level roll-out strategy for the implementation is discussed and the project logistics are determined (project room, status meeting times, documentation standards, etc.).

Project Kickoff – A meeting is conducted with the all of the project stakeholders to communicate the purpose, scope, and timing of the project. Additionally, roles and responsibilities are reviewed to ensure a mutual understanding of expectations.

## **2. Design Phase**

Define Functional Requirements – Meetings will be held with functional users from each business group to gain an understanding of the current business processes, reporting requirements, and functional system requirements as outlined in Appendix A. Tribridge will then facilitate a discussion around future business practices and ensure they are aligned with the goals and objectives of the project. When possible, Tribridge will offer industry experience and best practices to be incorporated into the future business processes. We will work with you to obtain sign-off and approval of the functional requirements before moving forward.

Install Application on Non-Production Environments - The software is installed on the server and the Development and Test/Training environments are created.

Define Report Specifications – During this step, Cook County identifies all reports and develops initial specifications. Additionally, the reports are mapped back to the design to ensure all necessary data is captured in the system.

Demonstrate Software Functionality - Tribridge will conduct a walk-through of the key software components to be implemented. The purpose of this system walk-through is to ensure that key stakeholders understand the core concepts of the application and its general use. This provides the Cook County project team with a high-level understanding of functionality that can be utilized in the system design.

Functional System Design & Prototype Development – This step will map your processes with the software's functions, including screen configuration, security requirements, reports, and workflow. A high-level prototype of the software is developed based upon the approved requirements and the feedback received from the system walk-through. This enables the functional business users to visualize the system and provide final feedback in order to obtain signoff and freeze the design. This step is the foundation to ensure a successful deployment.

Integration Design – A detailed design is developed to identify the integration points and the

timing of the exchange of data between systems.

Plan Data Conversion – An overall plan for the data conversion effort is developed and finalized. This plan identifies the sources of legacy data, data formats, an estimate of the number of records, and the effort required to cleanse the data.

Complete Deployment Plan – The deployment plan includes details on when and how users will be given access to the system. This approach helps transition administration and technical support to internal Cook County IT team members.

Complete Training Plan – Tribridge is committed to our customers being self-sufficient on the use and administration of the application when we complete an engagement. In order to achieve this, we offer user training that is tailored to Cook County's business.

Confirm Build Estimate – Once the design is complete and signoff is obtained, the Build effort is confirmed and finalized. The work plan is updated as needed to reflect milestone dates and timing.

### **3. Build & Test Phase**

System Customization - During this step, all system development activities are performed. System parameters are setup and screens are configured using the Microsoft Dynamics CRM Customization tool.

Develop Reports – Custom reports are built and initially tested.

Develop System Integration – System integration points are mapped and processes are implemented to manage the integration to other system(s).

Perform Initial Data Conversion – This step maps fields and loads legacy data into the system. This not only provides a test for the data conversion effort, but also populates the database with sample data for pilot.

Pilot Test the Design – All business scenarios are executed through the appropriate system activities, utilizing sample data, inputs, and transactions in such a manner as to simulate use in a full production environment (the "Design Pilot"). Results of the activities are compared against the expected results and, where necessary, changes are made to the system and the scenario is repeated. This step, truly, is the crux of the implementation effort. Comprehensive, successful completion of this step ensures that there are minimal problems and surprises on the "Go Live" date.

System Test – All end-to-end processes and integrations with external systems are tested.

Results of the activities are compared against the expected results and, where necessary, changes are made to the system and the scenario is repeated.

#### **4. Deploy Phase**

Train Users – Procedures developed during the Design Pilot are finalized. A training plan and high-level functional training materials are developed. End user and technical training is conducted.

Migrate to the Production Environment – Customizations and reports are migrated to the Production database. Users and security settings are implemented.

Execute Data Conversion – During this step the converted data will be loaded. Once data is fully loaded, reports will be generated and reconciled with the current systems for validation to ensure that the system will operate in conformance with all specifications in the production environment. Since this step marks the key point before using the new system in a production environment, sufficient quality checks will be included to confirm accuracy such as user sign-off and management approval of conversion results. This step may take place over a weekend and typically requires the involvement of the entire Project Team.

“Go Live” – Users begin using the application to perform their daily processes. Project documentation is finalized and reviewed.

Post Implementation Support – Our project team will monitor the usage of the application features and the overall performance of the system. The primary objective of this step is to ensure that the new system is fully operational and sufficiently provides the needed functionality and management information.

#### **5. Ongoing Project Management**

Project Management - All relevant and available facts concerning scope, resources, timing, and expectations are encompassed in a jointly developed comprehensive work plan. Throughout the course of the project, an issues and risk log is maintained, progress is monitored, status memos are prepared, and status meetings are conducted. A project team site will be set up in SharePoint to enable the sharing and collaboration of all project documentation.

Quality Assurance – The Tribridge and Cook County project managers will meet as necessary to discuss Tribridge’s status reports and the project plan. Quality assurance reviews will take place at significant milestones throughout the project. Steering Committee meetings are conducted to confirm the application design, as well as address any issues that arise during the project (e.g., budget, scope, critical decisions, etc.). The Steering Committee will be comprised of representatives from Tribridge and Cook County as designated by each party. At the close of

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the project, a final meeting will be held to confirm the confidence in assuming support responsibility for the system and satisfaction with project results.

Change Management – Continuously throughout the project, steps are taken to identify and manage the impact of change on the organization. A key success factor in implementation projects is to identify a consistent and succinct change message to define the purpose and benefits of the project. A comprehensive communication plan is developed in which key items to be communicated are identified, including the delivery channel and audience. Details of responsibilities are outlined in the assumptions section.

### 3. Decision Making and Approval Process

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In a large-scale project such as the Cook County Sheriff's Office JMS Implementation, timely and firm decision-making is key to keeping the project on track to hit milestone dates and deliverables. The following section describes the decision-making and approval process governing the project.

#### 1. Decision Making Authority

The following roles have the authority to make decisions for their respective area. Specific individuals will be identified prior to starting this project and documented in the first project status memo.

If that individual is unable to sign-off on a decision, it will be escalated to the Project Team and then the Project Steering Committee for approval, following the issue resolution timeline outlined in the next section.

Project Team	Cook County Decision Leader/Owner
<b>Sheriff's Office</b>	
Functional/Business	
• Business Processes	Larry Gavin
• CRM/Tribridge Offender Management Functionality	Larry Gavin
• Business Process SMEs	TBD (for each functional area)
Technical	
• Infrastructure	Jeff Guay
• Data-Related	Keith Formell Charlie Copland
• Development	Keith Formell
<b>Tribridge</b>	
• Executive Sponsor	Josh Jaquish
• QA/Engagement Manager	TBD
• Project Manager	TBD
• Functional Lead	TBD
• Technical Lead	TBD
• mBE/wBE Lead	TBD

<b>Steering Committee</b>	<b>Leader</b>
Sheriff's Office	
<ul style="list-style-type: none"> <li>Executive/Financial</li> </ul>	Zelda Whittler – Undersheriff
<ul style="list-style-type: none"> <li>CCDODC</li> </ul>	John Murphy – Director of Dept of Corrections
<ul style="list-style-type: none"> <li>Bureau of Administration</li> </ul>	Helen Burke – Chief of Administration
<ul style="list-style-type: none"> <li>Information Technology</li> </ul>	Robert McInerney – CIO
<ul style="list-style-type: none"> <li>Project Manager</li> </ul>	Larry Gavin
Tribridge	
<ul style="list-style-type: none"> <li>Tribridge Executive</li> </ul>	TBD
<ul style="list-style-type: none"> <li>Tribridge Project Manager</li> </ul>	TBD

## 2. Issue Resolution and Escalation Process

Cook County Sheriff's Office and Tribridge Project Managers are responsible for overseeing and managing issues identified. The purpose of this process is to ensure unanticipated issues, action items, and tasks are assigned to a specific person for action and are tracked to resolution in a timely manner. The purpose of the escalation process is to raise an issue to a higher-level of management for resolution, particularly when resolution cannot be reached at the project level. The project should always strive to make decisions and address items at the lowest level possible; however, when a resolution cannot be reached, the item should be escalated to ensure a decision is made before it causes impacts to the project. The issue resolution process will adhere to the following timeline:

- All project-related decisions will be made by the appropriate business SMEs/leads identified in the previous section.
- If an issue is identified, a resolution or approval must be given within two business days of the issue being identified. If a decision has not been rendered within two business days, the matter will be taken to the Project Team. If a decision cannot be reached by the Project Team via the weekly Project Team status meetings , then the issue will be escalated to the Steering Committee for resolution.
- A decision must be made by the Steering Committee within five business days from the date the issue was submitted for discussion. If a decision has not been made within five business days, a second and final notice will be submitted. If a decision has not been made within five business days of the final notice, the issue will be either approved or determined to be out-of-scope by Tribridge.
- Once a decision has been made, the matter will be documented either via a Status Memo or via a Change Order if appropriate.
- If at some time in the future, Cook County Sheriff's Office or Tribridge desire to change a previously made decision, the matter must be addressed with the other Project Manager. A

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request to change a prior decision must be submitted by the Cook County Sheriff's Office or Tribridge Project Manager and be accompanied with corresponding documentation as to why the change is being requested and the potential impact to the project. If Tribridge or Cook County Sheriff's Office determines that the change in direction presents a risk to the project, the matter will be escalated to the Steering Committee for final decision making within two business days of the request being submitted.

### **3. Change Order Process**

All requests for changes to the project (as outlined in this Statement of Work) must be documented via the aforementioned Issue Resolution and Decision Making Process. When out-of-scope functionality is requested, it will be documented via a change order form and include, at a minimum the following:

- Submitter
- Date of Submission
- Reason for the change
- Benefits of the change

Change orders will be reviewed by the Tribridge and Cook County Sheriff's Office Project Managers and, upon approval, passed on to the Project Team for review. The status of change orders will be logged on the project SharePoint site (which will be setup by Tribridge in the Tribridge environment). The creator of the request will be notified when a change order has been approved, rejected, or additional information has been requested by the Project Team. Change orders that are ultimately rejected will be considered out of scope and addressed via a separate contract.

The Steering Committee is required to sign off and any and all timeline and/or financial change orders.

### **4. Acceptance Criteria**

A signed acceptance document will be required by the Project Team for each deliverable. The following is the acceptance process for each deliverable type, which includes but is not limited to the following:

- Business Requirements
- Process Flows
- Data Model
- Prototype(s)
- Design Document(s)
- Individual integration or set of integrations
- Individual data migration or set of data migrations
- Reports
- Dashboards
- Business Process(s)

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- Testing
- Training
- Go Live
- Deliverables outlined herein

To ensure consistent documentation and consensus of project requirements, direction, expectations, etc., Tribridge will require sign-offs at multiple stages during the this project. These approvals will be requested at the completion of each document area. Tribridge will work with Cook County Sheriff's Office to group documents together as appropriate to minimize the inefficiency of numerous sign off requests for one document at a time. In other words, sign-off will be required at the conclusion of a Business Process design, a prototype review, an integration specification, report specification, etc. More specifically, both Tribridge and Cook County Sheriff's Office acknowledge that there will not simply be one final sign-off, but iterative sign-offs throughout the project, and a final sign-off at the end of each project phase (e.g., Design).

The following outlines the specific process for the review and sign-off of deliverables.

- There shall be a list of required functionality prepared in conjunction with the Cook County Sheriff's Office Project Team that defines the functionality desired to meet the business need.
- The Cook County Sheriff's Office Project Team understands that they are a sophisticated business owner of their processes and have a duty to assist in the requirements definition process.
- Once submitted, the Cook County Sheriff's Office shall have five (5) business days to review and approve or reject the requirements.
- The deliverables shall be numbered appropriately with an acceptance or rejection box for each appropriate deliverable area.
- Rejections will be at the detailed field/requirement level. All items not rejected will be accepted.
- If rejected, the rejection will include specific descriptions of the deficiencies in writing.
- Tribridge shall have five (5) business days to revise the document.
- The standard for the first review will be whether the document meets the requirements or specification as discussed by the Project Team.
- The standard for subsequent reviews shall be whether the objection to the deliverable area has been met.
- No item previously approved shall be rejected at a later time unless mutually agreed to by the Project Team.
- No new functionality may be introduced after acceptance of the requirements definition, except through the stated change order process.
- Tribridge will have no obligation to proceed with any further work on the task and its dependencies identified in the project plan until items appealed to the Steering Committee have been resolved.

#### **4. Project Assumptions**

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The following assumptions provide specific details have been made in regard to this scope of work, and they are critical to the success of the project:

1. **Management Commitment.** Our experience shows that successful projects require strong management commitment. Executive sponsorship of this project is essential. Our implementation experience has proven that projects with strong executive involvement go more smoothly, produce expected budget results, and have strong client satisfaction. Accordingly, a Steering Committee will be put in place to assist with critical design and procedural decisions.
2. **Project Team Commitment.** To keep the project on schedule, we expect the core Cook County project team to be dedicated to the project for key activities such as design sessions, pilot testing, system testing, training and "Go Live" activities. The timeframe outlined assumes we are able to effectively coordinate the schedules of the Cook County team. We will keep you informed when scheduling issues have the potential to impact the milestone dates.
3. **Internal IT Support.** We expect that Cook County will identify an internal resource, typically an IT team member, as the Microsoft Dynamics CRM technical lead. Our experience shows that this person should be identified as early in the project as possible in order to learn as much as possible from the Tribridge team. It is our expectation that this person will require to spend approximately 50 percent of his/her time on this engagement.
4. **Change Orders.** Tribridge will work with you to execute change orders, as appropriate, to clearly communicate additional products or services and the related fees or costs which are outside the current budgeted hours included in this proposal. Tribridge will not incur additional time on tasks or add items to the scope of work until the change order is approved by your team.
5. **Change Management & Communication Plan.** Change management activities and communication planning and delivery is very important during a software implementation project. Tribridge has included time to assist Cook County with its development of the change management and communication plan (including assistance with creating messages), but Cook County will be responsible for the execution of these tasks.
6. **Project Management.** We will conduct weekly status meetings with the Project Team and monthly Steering Committee meetings throughout the project. We will prepare written status reports detailing accomplishments, next steps, and outstanding issues. Additionally, we will review key decisions, budget, project timeline, and issues for resolution. We will present these status updates in a discussion format to ensure that the Cook County project

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team and management remain actively involved in the project, and to ensure that all questions and issues are addressed in a timely manner.

7. Business Reference Materials. Cook County will provide reference materials such as existing process flows, sample reports, screen shots, spreadsheets, requirements lists or other information to assist in gaining an initial understanding of your business and facilitating the design sessions.
8. Functional System Design & Prototyping. Tribridge will lead and assume responsibility for mapping the business process functionality with the Dynamics CRM functions, including screen configuration, security requirements, reports, and workflows. Tribridge will develop prototypes based upon the approved requirements and Cook County Sheriff's Office feedback. Tribridge will provide Cook County Sheriff's Office prototype reviews, to offer functional business users the ability to visualize the system's functionality, provide final feedback and freeze the design. We have included time for one iteration of prototype review. We expect that Cook County will submit a comprehensive list of changes, questions, bugs, etc. to Tribridge as part of its prototype review. Cook County will provide one submission and Tribridge will address the list with Cook County, making the necessary changes for Cook County to review and approve. We will work together in a reasonably iterative approach until these submitted changes are completed and approved.

The success of this step is imperative to ensure successful deployment. Although prototyping will help visualize the future system, it does not demonstrate the system in a production-ready state. Based on the documented requirements, Tribridge will develop a system design document, which serves as a guide for the configuration of the solution throughout the project's life cycle. Tribridge will obtain approval and sign-off from Cook County Sheriff's Office prior to moving forward.

9. Tribridge Offender Management Framework. Tribridge Offender Management is a solution that is built within Microsoft Dynamics CRM. Tribridge Offender Management provides a key set of pre-configured entities and attributes for a jail management solution. In other words, key data elements have already been created (i.e., tables and fields) and are available throughout the Dynamics CRM solution on screens, reports, views, workflows, etc. We fully anticipate that Tribridge Offender Management meets a number of the requirements presented by Cook County in the requirements document. Furthermore, we do anticipate that additional configuration of the Tribridge Offender Management solution will be required to meet the remaining requirements (as outlined in the Scope section of this response).

Tribridge and Cook County will execute a mutually agreeable Intellectual Property agreement prior to providing Cook County with Tribridge Offender Management. Per the agreement, Tribridge will provide Cook County with its current version of Tribridge Offender Management to support functional requirements similar to or the same as the JMS

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functional requirements. Specifically, Cook County will be provided the XML compiled solution (i.e., source code) for installation on its servers. In essence, this constitutes the "source code" of Tribridge Offender Management. Furthermore, the Illinois Department of Corrections can provide its XML compiled solution to Cook County as well if required. Details of this can be outlined in the Intellectual Property agreement, as well as the Warranty assumption outlined herein.

Both Cook County and Tribridge understand and acknowledge that existing Tribridge Offender Management CRM code may contain more modules and/or functionality than is required to deploy the scope of outlined herein. The implementation of any functionality determined to be outside this SOW are considered out of scope. For reference purposes, we have provided the following table that outlines Tribridge Offender Management functional areas. Our proposed solution with Tribridge's Tribridge Offender Management for Cook County is a fully transactional Jail Management Solution. Furthermore, Cook County would like to leverage the same platform and solution framework as the State of Illinois in order to more easily facilitate information sharing, ultimately driving towards the States' vision of a unified justice system.

<b>Tribridge Offender Management Functional Areas</b>	<b>Foundation in Tribridge Offender Management</b>
1. Reception and Commitment	Yes
2. Offender Classification	Yes
3. Facility Management	Yes
4. Offender Contacts	Yes
5. Victims	Yes
6. Inmate Visitation	Yes
7. Housing /Bed Assignment	Yes
8. Transfers and Movement	Yes
9. Inmate Population Tracking	Yes
10. Separations	Yes
11. Case Management	Yes
12. Risk Assessments	Yes
13. Mug Shots/Scars/Marks	Yes
14. Jobs and Assignments	Yes
15. Incident/Disciplinary Tracking	Yes
16. Inmate Grievance Tracking	Yes
17. Health Services	Yes
18. Parole Board/Hearings	Yes
19. Detainers & Warrants	Yes

<b>Tribridge Offender Management Functional Areas</b>	<b>Foundation in Tribridge Offender Management</b>
20. Supervision	Yes
21. Sentence Tracking	Yes
22. STG/Gang Tracking	Yes
23. Sex Offender Tracking	Yes
24. Interstate Compact	Yes
25. Treatments/Programs	Yes
26. Drug Testing	Yes
27. Discharge Planning	Yes
28. Good Time	Yes

10. Definition/Design Checkpoint. At this conclusion of the Definition/Design step, we will have a project checkpoint. At this point, we will review the detailed scope and requirements gathered during our detailed design sessions with the requirements provided to Tribridge as part of this Statement of Work development. We will confirm that they are consistent with the assumptions and requirements outlined herein. We have provided further information on this process later in this Statement of Work.
  
11. Design Approval. Once the design effort is completed, we will work with Cook County to get the design approved and “frozen.” Cook County will be required to sign off on this Design, indicating your approval. If we do not have any communication back from you within five business days, we will assume you have no concerns and continue moving forward on the project. Any functionality not specified in the scope of this document or identified after the design is frozen will be considered out-of-scope, and will be documented for inclusion in future phases.
  
12. Test Scenarios/Use Cases. Cook County will be required to develop a set of test scenarios/use cases to assist in facilitating the design sessions, system pilot, and system test. This set of use cases will be derived from the requirements in Appendix A, but should be a comprehensive set of use cases that Tribridge will use to finalize the system design, utilize for testing, etc. This is a specific deliverable for Cook County.

These use cases will serve as functional requirements that must be performed by the system in order to validate a successful deployment of the application. We have not included time for Tribridge to develop the use cases for Cook County. Should Cook County require assistance with the development of business scenarios, a change order will be issued resulting in additional fees.

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13. Pilot & System Testing. Cook County will document user test scenarios to assist the pilot and system testing effort. The majority of the actual tasks in the pilot and system testing will be performed by Cook County with Tribridge's guidance.
14. Systems Architecture Review. One of the key elements to a successful implementation is ensuring the infrastructure is thoroughly planned to meet performance needs, ensure system availability, and provide scalability for future growth. Tribridge will provide Cook County with server and configuration recommendations based on business requirements to ensure an optimal environment.
15. System Environments. We have assumed that Cook County will deploy Microsoft Dynamics CRM and Tribridge Offender Management in an on premise environment. Tribridge has not included specific disaster recovery services as part of this engagement; however, our architecture recommendations will consider that Cook County plans to include disaster recovery capabilities.

Cook County will provide, install, and configure the servers and environment to meet the requirements for the application. Cook County will also be responsible for installing SQL Server including SQL Server Reporting Services (SSRS). A minimum of three environments will be implemented (Development, Test, and Production). Specifically, each Non-Production environment must include at a minimum, a Microsoft Windows 2008 64 bit server for the Microsoft Dynamics CRM application and SQL Server 2008 64 bit. Additionally, Tribridge recommends each Non-Production environment have its own Active Directory and Exchange 2003/2007 infrastructure. The Production environment will utilize your existing Active Directory and Exchange servers; additional servers for SQL Server and the CRM application will be required.

16. Microsoft Dynamics CRM Installation. Tribridge will install Microsoft Dynamics CRM in both the Non-Production and Production environments. Tribridge will train Cook County on the installation of the Outlook client, as outlined in the Technical Training assumption. Cook County will be responsible for the installation of the Outlook client, as needed. Tribridge recommends Outlook 2007 or later.
17. System Maintenance. Cook County will be responsible for maintaining and troubleshooting network and infrastructure issues. Cook County will perform routine daily backups of all Microsoft Dynamics CRM environments.
18. Software Configuration/Customization. Tribridge will lead and assume responsibility for the design, build, test and implementation of CRM software configurations/customizations. When reasonably necessary, Tribridge will recommend alternatives to existing processes to more easily adapt to the application platform. During this step, system parameters are defined and created, CRM screens are developed and configured using the Microsoft Dynamics CRM Customization tool and/or application development tools. The majority of

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software configurations (e.g., adding fields, changing field label names, etc.) will be handled using the Microsoft Customization Tool within the application. Tribridge will obtain approval and sign-off from Cook County Sheriff's Office before moving forward.

- **Security Model.** Tribridge will leverage the Microsoft Dynamics CRM security model based on Active Directory. Any additional security considerations will be procured separately by Cook County.
- **Security Roles & Teams.** Tribridge will design, build, test and deploy of up to ten (10) custom security roles. Cook County will be responsible for additional custom security roles.
- **Field Level Security.** Tribridge will design, build, test, and deploy configurations for the field level security of up to three (3) entities within the system. Tribridge will document the configurations and provide training to Cook County team members.
- **Role Based Forms.** Tribridge will configure the main form on each core Tribridge Offender Management entity. Cook County will be responsible for configuring additional role-based forms.
- **Auditing.** Tribridge will configure entity level auditing settings and Cook County will be responsible for all field level auditing settings.
- **Custom Reports.** Tribridge and Cook County will utilize Microsoft Dynamics CRM's native ad hoc query functionality wherever possible. Additionally, Tribridge will lead and assist Cook County in the design, build, test, and deploy of the following SQL Services Reporting Services reports:
  1. Olson Report
  2. SCAAP Report
  3. Board of Election Report
  4. Inmate Label Extract
  5. Avg. Daily Population
  6. Time in Custody
  7. Past of Missing Court Date
  8. Sentence to County Time, No Sentence End Date, Release Date
  9. IDOC Availability
  10. Crime/Class Roster
  11. Master Inmate Roster, Daily Booking Roster
  12. IDOC Billing
  13. Meal Planning Report
  14. Property Management Report

Cook County will be responsible for any remaining custom reports. To support the

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creation of additional custom reports, Tribridge will train Cook County team members how to create custom reports. Cook County will provide Tribridge with conceptual specifications of the reports.

- **Dashboards.** Tribridge will design, build, test, and deploy up to six (6) dashboards as part of this SOW. All dashboards will be developed with native Microsoft Dynamics CRM functionality. Additionally, Tribridge will train the Cook County Project Team on dashboard configuration (as outlined in the Technical Training assumption).
  - **Mail Merge and Email Templates.** Tribridge will create up to five (5) Mail Merge and five (5) Email templates, leveraging Microsoft Dynamics CRM's native integration to Microsoft Word and Exchange. Cook County will be responsible for any additional Mail Merge or Email templates. To support the creation of additional templates, Tribridge will provide Technical Training for the Cook County Project Team on how to implement Mail Merge and Email templates. Cook County will provide Tribridge with conceptual specifications of the Mail Merge and Email templates.
  - **Workflow.** Tribridge will lead and assist Cook County to create up to ten (10) yet to be defined custom workflows. Cook County will be responsible for additional workflows. To support the creation of additional workflows, Tribridge will provide Technical Training for Cook County team members on how to implement workflows.
  - **Jscript.** Tribridge will lead and assist Cook County in the design, build, test and deploy up to ten (10) yet to be defined Jscript events to handle custom form behavior, including custom messaging. Cook County will be responsible for additional Jscript events. To support the creation of additional Jscript events, Tribridge will provide Technical Training to train the appropriate technical Cook County Project Team members how to implement Jscript events.
  - **Plugins.** Tribridge will lead and assist Cook County in identifying the need for custom plugins to satisfy specific functionality. Once identified, Tribridge will work with Cook County to design, build, test, and deploy plugins for up to five (5) yet to be defined plugins.
  - **Expungement.** Tribridge will lead and assist Cook County in the effort to gather and document requirements, design, build, test and deploy expungement functionality based on Cook County requirements.
  - **Document Management.** It is our understanding that Cook County will leverage SharePoint to handle Phase 1 basic document management requirements (e.g., attachments). Cook County will be responsible for the installation, configuration, and ownership of SharePoint. Tribridge has included time to "connect" SharePoint to Dynamics CRM.
19. **Third-Party Software.** Scribe is a third-party software application that will be implemented in conjunction with Microsoft Dynamics CRM for integration and data migration purposes. This product has been factored into our scope of work, timeline and costs. As part of this contract, Tribridge will procure Scribe and the first year maintenance at no additional cost

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that are not outlined herein. Cook County will be responsible for subsequent year's annual maintenance if it chooses to renew after Year 1.

20. Training: Tribridge has included a specific training program specifically for your end users (functional) and system managers (technical) that will be using and administering the system. Tribridge expert trainers will provide training onsite training; provide user help assistance and any other recommendations to users during training to ensure smooth transition to the new system. Onsite training will be conducted in an environment that will be set up at the County. Tribridge recommends leveraging the web for the training of remote users of the system. All scheduling of trainees will be handled by the County. This training is not expected to entail all functionality for a given module but rather ensure that the County's functional and stated requirements as matched against the recommended use of the application are met. The understanding of key concepts and critical aspects covered during training on how the system functions and operates is the responsibility of the County's staff. Tribridge will provide baseline Tribridge Offender Management training materials in Microsoft Word and Cook County will then be responsible for any customization to the training manuals that are specific to Cook County. Tribridge has not included the use of a Learning Management System for training. We do recommend that Cook County update the manuals for specific Cook County processes, nomenclature, etc. Actual training plans and approach will be agreed upon by both parties.

- a. Functional Training. Training is a key element which contributes to the success of the project through user adoption of the system. Functional training will be provided to the Cook County project team to enable them to lead the pilot and system testing effort. This project team will become 'super users' of the system, and assist with the overall rollout of the application. We will conduct a Train-the-Trainer approach in which Cook County 'super users' will conduct the training of other users throughout the organization. We have included time for up to eight (8) distinct half-day training sessions. Cook County will be responsible for the development of custom user training materials.
- b. Technical/Administrative Training. Tribridge will conduct up to ten (10) half-day technical training sessions for up to five (5) Cook County team members during Phase 1. Tribridge and Cook County will work together to schedule the training courses in an efficient manner. This training will cover the following areas:
  - Introduction to Microsoft Dynamics CRM
  - Installation of the CRM for Outlook Client
  - Microsoft Dynamics CRM Processes (workflows and dialogs)
  - Report Wizard
  - Dashboard Management
  - Advanced Find Query Tool
  - Microsoft Dynamics CRM Software Development Kit

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- Administration
  - Jscript
  - Plug ins
  - Auditing
  - Duplicate Detection Rules
  - Field Level Security
  - Role Based Forms
  - Mail Merge
  - Templates
  - Security Roles and User Maintenance
  - Teams
- Microsoft Dynamics CRM Customization Tool
  - Customization of Forms & Views (add a field to the database, add a value to a pick list, change a label name, add/ change a view, etc.)
- Scribe Administration Overview (data conversion and integration tool)

Supplemental technical training courses are available, if needed. Additional training will be considered a change in scope and will result in additional fees.

21. Data Cleansing and Data Conversion Approach. The source of the historical data to be converted into Tribridge Offender Management is the legacy SQL-based Jail Management System (JMS) called IMACS, which contains approximately 780 tables. Any other sources of data will be migrated by the Cook County project team. Cook County will produce files for export of all JMS data for Tribridge Offender Management that have a neutral file format (e.g. fixed-length consecutive text file format) to flat files and provide those to Tribridge to import into Tribridge Offender Management. These exports will be formatted, and the data will be filtered and cleaned by Cook County before being provided to Tribridge. We would request that "mock" data be provided in advance of the actual conversion. Personnel will be onsite during the actual "Go-Live" conversion to provide any needed assistance. Tribridge will utilize the Scribe tool for migrating data. Cook County will be responsible for all manual data entry, data clean up, and data validation, as well as for migrating data from other data sources identified during requirements and design sessions.
22. Data Interfaces (Extracts). Tribridge will create flat file data extracts from Tribridge Offender Management that will be used to populate (i.e., one-way, outbound from Tribridge Offender Management) the following systems on a batch basis:
- a) Alpha Roster
  - b) County Jail Population Monthly
  - c) Get Image
  - d) HSF Transfer
  - e) IVR
  - f) SOC Output
  - g) Web Table Update
  - h) Western Union

i) Victim Notification

Additional interfaces have not been included at this time. Bi-directional real-time/near real-time integrations to other systems have not been included as part of this effort.

23. Data Integrations. Tribridge has included the following system integrations as part of this Statement of Work.

- a. Cerner Detainee Health System integration. The Cerner system provides Cermak staff with medical alerts. In order to allow data synchronization, a two-way integration between Tribridge Offender Management and the Cerner system is required. Tribridge will not be responsible for modifying the Cerner System. Detailed requirements and technical specifications are not yet defined. As such, Tribridge and Cook County must mutually agree on the integration scope once the requirements and technical specifications are identified. Tribridge has included time to conduct discovery, design, build/test, and deployment of a system integration of medium-level complexity. Upon confirmation of integration scope, we will confirm the complexity and issue a change order if our initial assumptions are incorrect.
- b. Property Management Integration. Cook County plans to deploy a new Property Management system. Detailed requirements and technical specifications are not yet defined. As such, Tribridge and Cook County must mutually agree on the integration scope once the requirements and technical specifications are identified. For budgetary purposes, Tribridge has included time to conduct discovery, design, build/test, and deployment of a system integration of medium-level complexity. Upon confirmation of integration scope, we will confirm the complexity and issue a change order if our initial assumptions are incorrect.

For reference purposes, we have assumed that a system integration of medium complexity will require about 250 hours of consulting services by Tribridge.

24. Bar Coding & Fingerprinting Connections. Tribridge has included the following connections to the following existing Cook County third party solutions as part of Phase 1.

- a. Bar Coding. Based on discovery to date, Cook County plans to utilize their current bar coding solution provider and scanners for intake, release, property management, and location tracking. At a summary level, Cook County's current JMS system (IMACS) is integrated with bar coding functionality, but detailed requirements and technical specifications of this integration are not currently available. As such, Tribridge and Cook County must mutually agree on the integration scope once the requirements and technical specifications are identified. For budgetary purposes, Tribridge has included time to conduct discovery, design, build/test, and deployment of a medium-level complexity system integration. Upon confirmation of integration scope, we will confirm the complexity and issue a change order if our initial assumptions are incorrect.
- b. Fingerprinting. Based on discovery to date, Cook County plans to utilize their current fingerprinting solution provider and hardware during intake, transfer, and release. There is currently no integration in place between IMACS and the fingerprinting solution and

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detailed requirements and technical specification are not currently available. As such, Tribridge and Cook County must mutually agree on the integration scope once the requirements and technical specifications are identified. For budgetary purposes, Tribridge has included time to conduct discovery, design, build/test, and deployment of a medium-level system integration. Upon confirmation of integration scope, we will confirm the complexity and issue a change order if our initial assumptions are incorrect.

25. Commissary and Trust Accounting Views. Based on discovery to date, Cook County plans to continue utilizing their current Commissary and Trust Accounting provider and solutions. Leveraging an iFrame approach, Tribridge will create a "view" of offender-specific Commissary and Trust Accounting data from Tribridge Offender Management; however, users will not be able to run reports from Tribridge Offender Management on this data, as it will not be physically stored in the Tribridge Offender Management database.
26. Duplicate Detection. Tribridge will train Cook County to configure duplicate detection rules and jobs within the system, as referenced in the Technical Training Assumption.
27. System Testing. Cook County will document user test scenarios and lead the System Testing effort. The majority of the actual tasks in the system testing will be performed by Cook County with Tribridge's guidance. Tribridge and Cook County will test of all end-to-end processes, integrations, and migrated data. Results of the activities are compared against the expected results and where necessary, changes are made to the system and the scenario is repeated. Tribridge will work jointly with Cook County to define requirements, and develop a plan/process for executing the system testing processes. Tribridge will not perform performance and load testing. We suggest that Cook County contact Microsoft for these services through Cook County's Premiere Support agreement. Once completed, sign-off by the Cook County team management will be obtained.
28. "Go-Live" Support. Tribridge will provide a cutover plan and onsite supervision for the cutover of the systems following testing, debugging and data conversion. Tribridge has included time for two resources for thirty days (one month) of "Go-Live" support in which Tribridge will work with Cook County to stabilize your environment.
29. Final System Acceptance: Final system acceptance of test results will be conducted and approved by the Cook County. Specifically, both Tribridge and Cook County will be required to sign off on the test scripts, which include the use cases for Cook County's implementation of Tribridge Offender Management. The execution of this document will constitute the completion of this Statement of Work.
30. Post "Go-Live" Support. Ongoing support has been included as an optional line item in our cost summary. The SLAs around support can be provided in a separate document upon request.
31. Tribridge Offender Management Warranty. We warrant that our services will be performed in accordance with each Statement of Work and in a professional and workmanlike manner,

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and we will undertake to correct any work not in compliance with this warranty. Our warranty is valid as long as Cook County is current on a Tribridge Offender Management Maintenance Plan, which is renewed each year. In the event that Tribridge discontinues this Maintenance Plan, Cook County will be provided 180 days' notice. Any services required after that time will be considered either Post Implementation Support or out of scope.

Tribridge Offender Management is built on/within Microsoft Dynamics CRM. As long as Cook County is current on its Tribridge Offender Management Maintenance Plan, Tribridge warrants that Tribridge Offender Management will function as designed with supported versions of Microsoft Dynamics CRM. Specifically, our warranty applies only to system error issues in Tribridge Offender Management, commonly referred to as bugs. A system error means any error, problem or defect, which is reproducible by us, that results from an incorrect functioning of Tribridge Offender Management. For example, the system adds 2 + 2 and the result is 5, the user attempts to save information and the save function does not work, a report displays invalid results, Plugin functionality does not perform as designed.

Our warranty is not applicable if the problem is caused by (i) any modification, variation or addition to Tribridge Offender Management not performed by Tribridge; (ii) your incorrect use, abuse or corruption of Tribridge Offender Management; (iii) use of Tribridge Offender Management with other software or on equipment with which Tribridge Offender Management is incompatible, or (iv) error conditions that do not significantly impair or affect operation of Tribridge Offender Management. Additionally, the warranty does not cover infrastructure-related performance issues.

Time spent determining whether an issue is a bug (i.e., covered under warranty) is included in our warranty. Time spent determining and addressing an issue that is not a warranty item will be considered Post Implementation support services (and not warranty services).

Tribridge and Cook County will work together to determine a mutually agreeable process and structure for Warranty issues.

32. Site Accommodations. Tribridge will perform key tasks onsite at your office in Chicago, IL such as design sessions, testing, training, and deployment. A work area/project room will be dedicated for the duration of the project with ample workstations and request (but do not require) ports to allow access to the Internet. We request (but do not require) remote secured access (VPN) to allow us to perform some tasks from our office.
33. Tribridge Team Availability. In order to provide the strongest team possible to this and every project, Tribridge believes that supporting our team members is a crucial component of our delivery. Therefore, it is important to understand that our team (or individual team members) will not be available at certain times during the expected timeframe of this project to accommodate Tribridge holidays, scheduled Tribridge team meetings, and scheduled team member commitments, training, and/or vacation dates. We will work with you to ensure you are aware of these dates during the course of the project as part of our ongoing planning and status meetings.

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34. Project Start Date. Tribridge expects that this project will begin within four weeks of contract signature. This assumption will allow us to staff the project effectively.
35. Projected Project Duration. Tribridge estimates the tasks outlined in this project to be completed in approximately 11 elapsed months. Note that this timeline is predicated upon Cook County's ability to meet its responsibilities according to the timeline set forth herein and under separate cover. We will work with the Cook County's team to review the timeline to ensure that these items are agreed upon prior to starting the project. Our pricing and staffing for this project has been based upon having a contiguous timeline (i.e., no stops and starts).
36. Software Issue Resolution. While Tribridge works closely with Microsoft and other third party ISVs, as a partner we cannot warrant the functionality or the performance of this software. Our commitment is to work closely with you and the respective publisher to quickly address any software issues that may arise. Any hours incurred addressing such issues will be billable as we do not warrant the products. We have not budgeted any such hours in our estimates.
37. Partner of Record. In order to adequately support Cook County during the implementation of Microsoft Dynamics CRM, Microsoft requires that Tribridge be Cook County's Partner of Record. This designation allows the implementation team to access your account information to efficiently support you during, and after the project. Therefore, Tribridge will remain Cook County's Partner of Record.
38. Procurement of Hardware. All hardware will be procured and available for use by the Project Team within a reasonable amount of time, and must be ready prior to the completion of the Design Phase. As of now, the design phase will likely require a minimum of one month, if not two, from the start of the project.
39. Hardware Costs. Hardware costs are not included in the project fees of this scope of work.
40. Cloud Options. At this time, and as previously stated, Cook County Sheriff will deploy Tribridge Offender Management through this SOW as an on premise deployment. However, we understand that Cook County may desire to migrate to a cloud environment at some point in the future; possibly prior to Go Live. Migration to a cloud environment has not been included as part of this SOW and would require a change order that would increase project related fees.

Cook County would have the option to migrate to a Public Cloud through the use of Microsoft Dynamics CRM Online or a Private Cloud, such as Tribridge's Concerto Cloud Services ([www.concertocloud.com](http://www.concertocloud.com)). Should Cook County determine that this migration is required, we will work with you to determine the best options and plan for the migration.

**5. Project Deliverables**

The deliverables for this project are provided in the following table. As indicated in the assumptions document, Tribridge will require signoff by Cook County on each of the deliverables listed in the Design phase of this project prior to proceeding. In addition, we will also require signoff at various other project milestones that may or may not be deliverable related (e.g., Pilot Test completion, Training completion, pre-go live, data conversion validation, etc.) We will work with Cook County during the project definition/initiation phase of this project to determine the exact milestones.

Phase	Tribridge	Cook County
<b>Initiation</b>	<ul style="list-style-type: none"> <li>Project Kickoff presentation document</li> </ul>	<ul style="list-style-type: none"> <li>Project Kickoff presentation document</li> <li>Project Room/Workspace</li> </ul>
<b>Define</b>	<ul style="list-style-type: none"> <li>Phase 1 Project Plan (Work Breakdown Structure)</li> <li>Training Plan draft</li> <li>Integration Approach document</li> <li>Data Migration Approach document</li> <li>Dynamics CRM &amp; Scribe Environment Setup Support</li> </ul>	<ul style="list-style-type: none"> <li>Governance document (consistent with this SOW)</li> <li>Q/A, Change Management, Document Management, Risk/Issue Tracking Plan documents</li> <li>Infrastructure Plan document</li> <li>Integration List &amp; Background document</li> <li>Data Migration &amp; Background document</li> <li>Configured Dynamics CRM &amp; Scribe Environments</li> </ul>
<b>Design</b>	<ul style="list-style-type: none"> <li>Process Maps</li> <li>Functional/Non-Functional Requirements document</li> <li>Report Specification document</li> <li>Dashboard Specification document</li> <li>Functional/Non-Functional Design document</li> <li>Enterprise Data Model document</li> <li>Facilitated Prototype Review session</li> <li>Integration Requirements document</li> <li>Integration Design document</li> <li>Data Migration Requirements document</li> <li>Data Migration and Conversion plan</li> </ul>	<ul style="list-style-type: none"> <li>Business Reference Materials &amp; Sample Forms</li> <li>Use Cases &amp; Testing Scripts</li> <li>Phase 1 Scope Functionality User Stories (i.e. use cases)</li> <li>Participation in Requirements meetings</li> <li>Participation in Design meetings</li> <li>Participation in Prototype Review session</li> <li>Requirements Review &amp; Approval</li> <li>Design documentation Review, Approval, &amp; Signoff</li> </ul>
<b>Build/Test</b>	<ul style="list-style-type: none"> <li>CRM Customized/Configured System based on Cook County Requirements</li> <li>14 custom reports in SSRS</li> <li>Up to 6 dashboards</li> <li>Data extract file process for 9 systems</li> <li>Integration to Barcode, Fingerprinting, Cerner, and Property Management systems</li> <li>Data transformation scripts</li> <li>Data migration scripts</li> <li>Data validation scripts</li> <li>Data migrated from legacy source to Tribridge Offender Management</li> <li>System Testing Support</li> </ul>	<ul style="list-style-type: none"> <li>Conceptual Specification information as appropriate</li> <li>Legacy data cleanup</li> <li>Manual data entry</li> <li>Source validation</li> <li>Data validation</li> <li>System Testing Scenarios/Scripts (to be leveraged by Tribridge for System Testing Support)</li> <li>Develop Use Cases for testing / training</li> <li>System Testing</li> <li>End-user Training plan</li> <li>End-user Training Manuals / Materials</li> <li>Cook County facilitated end-user training sessions</li> </ul>

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Phase	Tribridge	Cook County
	<ul style="list-style-type: none"> <li>• Technical Training materials</li> <li>• Facilitated Technical Training sessions</li> <li>• "Train the Trainer" Curriculum documentation</li> <li>• Facilitated "Train the Trainer" sessions</li> </ul>	
<b>Deploy</b>	<ul style="list-style-type: none"> <li>• Deployment Plan</li> <li>• Functioning Cook County JMS System</li> <li>• Migrated data</li> <li>• Mentoring / Knowledge Transition plan</li> </ul>	<ul style="list-style-type: none"> <li>• System Acceptance / Signoff</li> </ul>
<b>Cross-Phase</b>	<ul style="list-style-type: none"> <li>• Project Workplan &amp; Calendar</li> <li>• Weekly Status Reports</li> <li>• Issues &amp; Resolution Log (SharePoint site)</li> </ul>	

## 6. Project Staffing

The Tribridge team will include the following roles. Note that each role may not necessarily represent a different person, since some team members can fulfill more than one role on the project.

Subject Matter Expertise/ Role	Key Areas of Involvement
Project Director/ Quality Assurance	<ul style="list-style-type: none"> <li>• Provides overall quality assurance and management oversight of the project</li> <li>• Provides executive sponsor buy-in and ongoing communications with executive sponsors</li> <li>• Participates on the Project Steering Committee</li> <li>• Provides final deliverable approvals</li> </ul>
Project Manager	<ul style="list-style-type: none"> <li>• Facilitates the day-to-day coordination required to deliver the project in a manner consistent with the project vision, scope and organizational goals</li> <li>• Coordinates activities of project staff, including assigning tasks, creating status reports and managing to the project plan</li> <li>• Responsible for weekly status reporting including accomplishments, next steps, and actual to budget updates</li> <li>• Works closely with the County PM to ensure communication is continuous</li> <li>• Manages Tribridge team resources including sub-contractors</li> <li>• Manages and mitigates project risk</li> <li>• Creates and manages scope and change control</li> <li>• Quality Assurance support and ensures client approval/signoff obtained on deliverables</li> </ul>
CRM Functional Consultant/ Industry Expert	<ul style="list-style-type: none"> <li>• Serves as the functional team lead for issues and escalation purpose</li> <li>• Facilitates functional design sessions including dashboards and reports</li> <li>• Documents system design</li> <li>• Develops and conducts prototype review</li> <li>• Responsible for the configuration of the Microsoft Dynamics CRM application</li> <li>• Leverage knowledge of best practices through the application design and configuration process</li> <li>• Conducts pilot and system testing</li> </ul>

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<b>Subject Matter Expertise/ Role</b>	<b>Key Areas of Involvement</b>
	<ul style="list-style-type: none"> <li>• Provides data migration assistance</li> <li>• Provides reporting assistance</li> <li>• Develops training materials</li> <li>• Provide onsite super user and end-user training</li> </ul>
CRM Technical Consultant – Data Conversion & Integration	<ul style="list-style-type: none"> <li>• Responsible for data migration design, development, and testing</li> <li>• Responsible for data integration design, development, and testing</li> <li>• Serves as a technical team lead for issues and escalation purpose</li> <li>• Leverage knowledge of best practices through the application design/development process</li> <li>• Provide technical training for client IT team</li> </ul>
CRM Technical Developer – SDK (.NET) Development	<ul style="list-style-type: none"> <li>• Responsible for technical design utilizing the CRM platform</li> <li>• Responsible for the development within the SDK framework utilizing .NET</li> <li>• Facilitates user testing and acceptance</li> <li>• Conducts knowledge transfer to client team members</li> </ul>
Report Writer & Dashboards	<ul style="list-style-type: none"> <li>• Create report specifications</li> <li>• Develop and test reports</li> <li>• Conduct dashboard design sessions</li> <li>• Offer best practices based and common dashboards based on functional role</li> <li>• Configure Dynamics CRM dashboards</li> </ul>
Infrastructure Specialist	<ul style="list-style-type: none"> <li>• Conduct Architecture Assessment</li> <li>• Recommend infrastructure requirements for each environment</li> <li>• Install software including Microsoft Dynamics CRM and Scribe</li> </ul>

The Cook County project team will most likely include the roles outlined in the following table. Note that each role may require more than one person.

<b>Subject Matter Expertise (SME)/ Role</b>	<b>Approx. Time Commitment</b>	<b>Key Areas of Involvement</b>
Project Sponsor, Steering Committee	4 hrs/month	<ul style="list-style-type: none"> <li>• Attend Status Meetings</li> <li>• Attend Steering Committee Meetings</li> <li>• Attend Prototype Review (as needed)</li> <li>• Approve Functional Design (including Dashboards &amp; Reports)</li> <li>• Approve Integration Design</li> <li>• Approve Data Conversion Plan</li> </ul>
Project Manager	Full time	<ul style="list-style-type: none"> <li>• Overall Project Management (coordinating resources,</li> </ul>

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Subject Matter Expertise (SME)/ Role	Approx. Time Commitment	Key Areas of Involvement
		monitoring timelines, budget, etc.) <ul style="list-style-type: none"> <li>• Attend Status Meetings</li> <li>• Attend Steering Committee Meetings</li> <li>• Oversee Documentation of Business Scenarios</li> <li>• Attend Functional Design Sessions</li> <li>• Contribute to Reports Design</li> <li>• Prototype Review</li> <li>• Approve/Signoff on Functional Design (including Reports)</li> <li>• Pilot &amp; System Testing</li> <li>• Attend Initial Training</li> <li>• Assist with User Training (Train-the-Trainer)</li> </ul>
Functional SME	Near full time, averaging 20 to 40 hours per week	<ul style="list-style-type: none"> <li>• Attend Functional Design Sessions – All Departments</li> <li>• Attend Dashboard Design Sessions</li> <li>• Contribute to Reports Design</li> <li>• Prototype Review</li> <li>• Validate Data Conversion</li> <li>• Participate in Pilot &amp; System Testing</li> <li>• Attend Initial Training</li> <li>• Review/Test Training Materials</li> <li>• Conduct User Training (Train-the-Trainer)</li> </ul>
IT Technical Administrator	Near full-time, averaging 20 to 30 hours per week	<ul style="list-style-type: none"> <li>• Environment Setup &amp; Software Installation (as needed)</li> <li>• Attend Technical Training</li> <li>• Maintain Security &amp; Users</li> <li>• Maintain/Build Workflows</li> <li>• Maintain/Build Reports</li> <li>• Execute Data Conversion in Production</li> <li>• Setup Integration in Production</li> </ul>
Technical Lead	Near full-time, averaging 20 to 30 hours per week	<ul style="list-style-type: none"> <li>• Attend Technical Training</li> <li>• Maintain/Build Workflows</li> <li>• Maintain/Build Reports</li> <li>• Data Conversion Planning</li> <li>• Approve Data Conversion Plan</li> <li>• Validate Data Conversion</li> <li>• Integration Design</li> <li>• Approve Integration Plan</li> <li>• Integration Testing</li> </ul>

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**APPENDIX "A"**

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<u>Required Phase 1?</u>	<u>Category</u>	<u>Requirement</u>	<u>Additional Requirement Details</u>	<u>Tribridge Offender Management Review</u>	<u>3rd Party Area</u>	<u>Tribridge Offender Management Module</u>	<u>Notes</u>
No	Auditing and Logging	<ul style="list-style-type: none"> <li>Optional - The system shall also automatically record all User prompts, warning, and advisories, and all User responses to such messages.</li> </ul>		Tribridge Offender Management Customization		Tribridge Offender Management Core	Focuses on deactivation and deletion prompts; deactivation is preference
No	Auditing and Logging	<ul style="list-style-type: none"> <li>Optional - The authorized Users shall be able to query the audit tables by combinations of the following fields:</li> </ul>		Tribridge Offender Management Configuration		Tribridge Offender Management Core	
No	Auditing and Logging	<ul style="list-style-type: none"> <li>o Audit Source- Source of the System's application data</li> </ul>		Data-related		Tribridge Offender Management Core	
No	Auditing and Logging	<ul style="list-style-type: none"> <li>o User making the change</li> </ul>		Tribridge Offender Management		Tribridge Offender Management	



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No	Auditing and Logging	<ul style="list-style-type: none"> <li>o Booking ID - select a specific booking for which to view Add I Modify I Delete records</li> </ul>		Tribridge Offender Management Configuration		Tribridge Offender Management Core	
No	Auditing and Logging	<ul style="list-style-type: none"> <li>o Terminal or PC used</li> </ul>		Leverage 3rd Party	RFID	Security	
No	Auditing and Logging	<ul style="list-style-type: none"> <li>o Query by users usage, I.E. search by user's name to see activity in system</li> </ul>		Data-related		Tribridge Offender Management Core	
UNK	Availability/Reliability	<ul style="list-style-type: none"> <li>• Amount of automation</li> </ul>		Infrastructure			
UNK	Availability/Reliability	<ul style="list-style-type: none"> <li>• Responsibility</li> </ul>		Infrastructure			
UNK	Availability/Reliability	<ul style="list-style-type: none"> <li>• The current DOC does not have the capability to increase detainee, however the electronic document storage of attached to a detainee will increase.</li> </ul>		Infrastructure			

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No	Booking Functions	<ul style="list-style-type: none"> <li>• Detainee trust account records during booking, including ability to enter detainee funds, (Note: additional funds received/debited from the detainee's account, and provide statements for funds on account.)</li> </ul>		Leverage 3rd Party	Trust Accounting	Reception & Commitment
No	Booking Functions	<ul style="list-style-type: none"> <li>• Entering data from the court system, including arrests, charges; bonds, and court appearance scheduling.</li> </ul>		Tribridge Offender Management Configuration		Reception & Commitment
No	Booking Functions	<ul style="list-style-type: none"> <li>• Provide In-Custody Alerts to Homeland Security and any other such connections are required.</li> </ul>		Integration		Reception & Commitment
No	Booking Functions	<ul style="list-style-type: none"> <li>• Provide a screen selected request for</li> </ul>		Integration		Reception & Commitment

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		<p>inquiry for a detainee to be run through Leads and iClear upon command.</p>					
No	<p>Booking Functions</p>	<ul style="list-style-type: none"> <li>The system is required to provide a remote booking function that provides the arresting agency the ability to enter detainee data that will be used to auto-populate the booking record during intake.</li> </ul>		Integration		Reception & Commitment	
No	<p>Detainee Property</p>	<ul style="list-style-type: none"> <li>Detainee property records during booking, including ability to enter detainee property (with photos), note facility property issued/owed to the detainee, and record storage locations of various items of detainee property. Includes the ability to</li> </ul>	<p>Current application does not allow for taking photos of detainee property, new clothing room will put detainee property and clothing together at</p>	Leverage 3rd Party	Property/Asset Tracking	Property	<p>CC may have a vendor identified for bar coding and labeling; medical has its own bar code system</p>

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		generate labels for property storage.	which time items will be shrinkwrapped.				
No	Client (User) Interface	<ul style="list-style-type: none"> <li>The System shall provide image scanning and photo identification.</li> </ul>	<p>Current application does not have image scanning functionality.</p>	Leverage 3rd Party	Photo & Video		
No	Client (User) Interface	<ul style="list-style-type: none"> <li>An image of the detainee present on the screen when performing a detainee-specific activity.</li> </ul>		Tribridge Offender Management Configuration		Reception & Commitment	On booking, movement, and disciplinary screens
No	Client (User) Interface	<ul style="list-style-type: none"> <li>Search Engine requirements;</li> </ul>		Tribridge Offender Management Configuration		Tribridge Offender Management Core	

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No	Client (User) Interface	o Relevancy and advanced search engine related to help and trouble-shooting issues.		Tribridge Offender Management Configuration		Tribridge Offender Management Core	
No - Never	Commissary	<ul style="list-style-type: none"> <li>Allow certain goods to be defined as "indigent," so a detainee may purchase them irrespective of his/her account balance.</li> </ul>		Leverage 3rd Party	Commissary	Trust Accounting	
No - Never	Commissary	<ul style="list-style-type: none"> <li>Commissary orders shall not be processed unless the detainee has available funds for the qualifying items to be purchased. If the detainee qualifies as an indigent, a purchase can be made for those items that are flagged as indigent purchasable. The commissary purchase shall be</li> </ul>		Leverage 3rd Party	Commissary	Trust Accounting	

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No	Commissary	updated to the detainee's account creating a negative balance. The approval and requirements of this status must be configured according to the requirements of the User.		Leverage 3rd Party	Commissary	Trust Accounting				
No	Commissary	<ul style="list-style-type: none"> <li>Items shall be flagged to allow indigent purchase or defined as indigent packs or qualifying detainees.</li> <li>Shall be flagged for purchase even though the detainee has been sanctioned and orders shall be held in an order queue for release.</li> </ul>		Leverage 3rd Party	Commissary	Trust Accounting				
No	Contract	<ul style="list-style-type: none"> <li>Disaster recovery</li> </ul>		Other						
No	Contract	<ul style="list-style-type: none"> <li>RTO = 48 hours</li> </ul>		Other						

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No	Contract	o RPO = 8 hours	Other			
No	Defining Charges, Recording Bonds and Managing Sentences, Court Orders and Conditions of Bond	o Maintaining a list of charges on which detainees would be eligible for Release on Own Recognizance.	Tribridge Offender Management Configuration	This is a wish-list item that may be important to the Sheriff's Office for identifying detainees who qualify for Sheriff ordered electronic monitoring which is conducted by the panel judges.	Sentence & Time Accounting	
No	Defining Charges, Recording Bonds and Managing Sentences, Court Orders and Conditions of Bond	o Listing offenders who are approaching their pre-arraignment time limits.	Tribridge Offender Management Configuration		Sentence & Time Accounting	

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No	Defining Charges, Recording Bonds and Managing Sentences, Court Orders and Conditions of Bond	o Track sentence. time by charge, crediting for time served (pre-trial and pre-sentence time) and debiting for time served, recording sentence lengths, credits, and debits in the units specified by the courts (days, weeks, months, years, or life, or any combination thereof).		Tribridge Offender Management - Configuration		Sentence & Time Accounting	Not handling Good Time today.
N/A	Defining Charges, Recording Bonds and Managing Sentences, Court Orders and Conditions of Bond	o Hours		Tribridge Offender Management - Customization		Sentence & Time Accounting	
No	Defining Charges, Recording Bonds and Managing Sentences, Court Orders and Conditions of Bond	o Provide Good Time Credit (system calculated based on criteria provided by the Sheriff)		Tribridge Offender Management - Customization		Sentence & Time Accounting	

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No	Defining Documents & Questionnaires	<ul style="list-style-type: none"> <li>• CCDOC Staff shall be able to attach and add its own documents and questionnaires to the system interactively.</li> </ul>		Tribridge Offender Management - Configuration		Tribridge Offender Management Core	
No	Defining Documents & Questionnaires	<ul style="list-style-type: none"> <li>• The System must provide at least the following functionality:</li> </ul>		Tribridge Offender Management - Configuration		Tribridge Offender Management Core	
No	Defining Documents & Questionnaires	<ul style="list-style-type: none"> <li>o Documents and questionnaires shall automatically populate with detainee, User, and system information as needed.</li> </ul>		Tribridge Offender Management - Configuration		Tribridge Offender Management Core	
No	Defining Documents & Questionnaires	<ul style="list-style-type: none"> <li>o When saved, documents and questionnaires shall be automatically associated with the detainee and retrievable when viewing the</li> </ul>		Tribridge Offender Management - Configuration		Tribridge Offender Management Core	

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No	Defining Documents & Questionnaires	<p>detainee's records.</p> <ul style="list-style-type: none"> <li>Information entered automatically and/or manually into a document / questionnaire shall be saved as part of the document / questionnaire, such that retrieval shall not require regeneration of the document. Such information shall be capable of being automatically extracted for statistical purposes at a later time.</li> </ul>		Tribridge Offender Management Configuration		Tribridge Offender Management Core	
No	Defining Documents & Questionnaires	<ul style="list-style-type: none"> <li>Sheriff's Office administrators shall be able to create or modify documents and forms without requiring changes to the applications or</li> </ul>		Tribridge Offender Management Configuration		Tribridge Offender Management Core	

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No	Defining Documents & Questionnaires	<p>programs.</p> <ul style="list-style-type: none"> <li>The system shall be capable of attaching and storing scans of all documents that are received in the receiving process. Vendor shall determine an adequate number and type of scanning stations to allow a paperless transfer of these documents to an appropriate and secure area within the new system.</li> </ul>		Integration					
N/A	Detainee Health Records	<ul style="list-style-type: none"> <li>Ensure HIPAA compliance.</li> </ul>		Leverage 3rd Party	Medical	Medical		Current JMS does not house any medical info.	
No	Detainee Health Records	<ul style="list-style-type: none"> <li>Ability to record referral/follow-up appointments with</li> </ul>		Leverage 3rd Party	Medical	Medical			

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No	<p>Detainee Health Records</p>	<p>healthcare professional on the detainee's calendar.</p> <ul style="list-style-type: none"> <li>The system shall provide a Medical Prescreen function that collects responses to User configurable questions and medical conditions observations, placement requirement requests and observed hazards. Each of the conditions shall be configured for automatic notifications that shall send an email to User-defined recipients. The email context shall also be User-defined.</li> </ul>		<p>Tribridge Offender Management - Configuration</p>		<p>Medical</p>	
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No	Detainee Health Records	<ul style="list-style-type: none"> <li>The Medical Prescreen module shall also collect detainee medication requirements and dietary restrictions. The diet restrictions entered and approved shall link to the Detainee Meals Maintenance.</li> </ul>		Leverage 3rd Party	Medical	Medical
No	Detainee Health Records	<ul style="list-style-type: none"> <li>Prepare inmate identification document (badge or similar) with bar coded patient identifier that is recognizable by Cermak point of service medication application (AccuFlo).</li> </ul>		Leverage 3rd Party	Bar Code	Medical
No	Detainee Health Records	<ul style="list-style-type: none"> <li>(Interface) HL7 record format and transaction logic strongly preferred for all interfaces.</li> </ul>		Integration		Medical

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No	Detainee Property	<ul style="list-style-type: none"> <li>The system's property module shall allow easy, secure tracking of all offender property and facility-issued property.</li> </ul>	<p>Offender property module does exist in current application, but property is not being tracked within the application, this is a critical component for the JMS moving forward as property and clothing will be kept together as previously stated.</p>	Leverage 3rd Party	Property/Asset Tracking	Property	
No	Detainee Property	<ul style="list-style-type: none"> <li>Associate digital images of property with a detainee's record and print out labels for application to each item of property.</li> </ul>		Leverage 3rd Party	Property/Asset Tracking	Property	

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No	<p>o Track jail property (e.g., charges for lost/damaged facility property, standard property issuance lists based on offender demographics, and list of offender's owed property due to out-of-stock items)</p>	<p>o Allow and provide interface and equipment for an ATM type cash collection terminal.</p>	<p>Current application has the reverse ATM functionality inside of it, however, the module is not operational at this time.</p>	<p>Leverage 3rd Party</p>	<p>Property/Asset Tracking</p>	<p>Property</p>
No	<p>o Detainee Property</p>	<p>o Allow and provide interface and equipment for an ATM type cash collection terminal.</p>	<p>Current application has the reverse ATM functionality inside of it, however, the module is not operational at this time.</p>	<p>Leverage 3rd Party</p>	<p>Property/Asset Tracking</p>	<p>Property</p>
No	<p>o Detainee Property</p>	<p>o Inventory and list property remanded for storage, as well as that issued or earned during incarceration (e.g., clothing,</p>		<p>Leverage 3rd Party</p>	<p>Property/Asset Tracking</p>	<p>Property</p>

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No	<p>Detainee Property</p> <ul style="list-style-type: none"> <li>The system should generate post cards to be sent to the inmates or other notices if they are in our custody advising them when their property is about to be disposed of.</li> </ul>		Leverage 3rd Party	Property/Asset Tracking	Property	
No	<p>Detainee Property</p> <ul style="list-style-type: none"> <li>The system will need to generate reports and track any incidents of lost inmate property. This report should contain all inmate data including date of booking, date of property receipt by CCDOC, any inmate transfer dates or dates the inmate left CCDOC custody, and date request for property was made</li> </ul>		Leverage 3rd Party	Property/Asset Tracking	Property	Multiple requirements



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		<p>also greatly desired.</p>					
<p>No</p>	<p>Detainee Release</p>	<ul style="list-style-type: none"> <li>Cancel future events on the detainee's calendar (health appointments, etc.) upon the detainee's release from the facility.</li> </ul>	<p>Detainee Health appointments should only be cancelled by Cermak and/or medical staff. While this function may not be critical, there should be some level of detainee</p>	<p>Tribridge Offender Management Customization</p>		<p>Release and Discharge</p>	

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			calender functionality within the new application to avoid double scheduling.				
No	Detainee Release	<ul style="list-style-type: none"> <li>Track the return of personal property, jail property, and closing of the offender trust account.</li> </ul>		Leverage 3rd Party	Property/Asset Tracking	Property	
No	Detainee Release	<ul style="list-style-type: none"> <li>Automatically check Illinois' Law Enforcement Agency Data System (LEADS) for all outstanding Wants or Warrants.</li> </ul>		Integration		Release and Discharge	
No	Detainee Release	<ul style="list-style-type: none"> <li>Display LEADS data on the release screen, in an alert format.</li> </ul>		Integration		Release and Discharge	

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No	Detainee Tracking	<p>o The System shall interface with existing CABS workstations.</p>	<p>Not sure if CABS Interface is necessary to have fingerprint identification inside of application for first version push.</p>	Integration		<p>CABS - LiveScan booking application; no connection between JMS; 127 agencies use LiveScan today; jail was considering LiveScanning every inmate out every day (300/day); takes up to 45 minutes to verify with state</p>
No	Detainee Tracking	<ul style="list-style-type: none"> <li>• Radio Frequency Identification (RFID)</li> </ul>		Leverage 3rd Party	RFID	
No	Detainee Tracking	<ul style="list-style-type: none"> <li>o <i>More details needed</i></li> </ul>		Leverage 3rd Party	RFID	

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<p>No - needs to be confirmed</p>	<p>Detainee Trust Accounting</p>	<ul style="list-style-type: none"> <li>• Application must allow Trust staff to make daily reconciliations of total monies collected by CCDOC from detainees coming into the institution.</li> </ul>		<p>Leverage 3rd Party</p>	<p>Trust Accounting</p>	<p>Trust Accounting</p>	<p>Using Keefe Commissary today</p>
<p>No - needs to be confirmed</p>	<p>Detainee Trust Accounting</p>	<ul style="list-style-type: none"> <li>• Daily receipt totals for incoming detainees must be able to be reconciled with total amount collected during the intake process.</li> </ul>		<p>Leverage 3rd Party</p>	<p>Trust Accounting</p>	<p>Trust Accounting</p>	
<p>No - needs to be confirmed</p>	<p>Detainee Trust Accounting</p>	<ul style="list-style-type: none"> <li>• The system shall have an integrated trust accounting module that will manage a detainee's financial accounts. The System's accounting module shall provide an auditable transaction history, including the ability to reverse</li> </ul>		<p>Leverage 3rd Party</p>	<p>Trust Accounting</p>	<p>Trust Accounting</p>	

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No - needs to be confirmed	Detainee Trust Accounting	<p>entries, and shall be able to integrate with the commissary module.</p> <ul style="list-style-type: none"> <li>The system shall enable the CCDOC to specify an appropriate chart of accounts for detainee trust accounting, with a full double-entry accounting package for administering trust accounts from initial intake through release, and shall include the capabilities listed in Table 0-4, "Detainee Trust Accounting Functions" in Appendix A</li> </ul>		Leverage 3rd Party	Trust Accounting	Trust Accounting	Trust Accounting		
No - needs to be confirmed	Detainee Trust Accounting	<ul style="list-style-type: none"> <li>When creating a new booking, each detainee shall have a trust account opened for that booking. At</li> </ul>		Leverage 3rd Party	Trust Accounting	Trust Accounting	Trust Accounting		

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		<p>the time of booking the new trust account balance shall include any balances from previous incarceration and any automatic charges determined by CCDOC.</p>					
<p>No - needs to be confirmed</p>	<p>Detainee Trust Accounting</p>	<ul style="list-style-type: none"> <li>During incarceration all deposits, charges and checks written shall be updated to the detainee's Trust Account.</li> </ul>		<p>Leverage 3rd Party</p>	<p>Trust Accounting</p>	<p>Trust Accounting</p>	
<p>No - needs to be confirmed</p>	<p>Detainee Trust Accounting</p>	<ul style="list-style-type: none"> <li>Upon release remaining balances shall be updated to an accounting ledger with the detainee's Person ID#. After release all charges and checks shall be updated to the detainee's accounting ledger. The User shall be authorized in order</li> </ul>		<p>Leverage 3rd Party</p>	<p>Trust Accounting</p>	<p>Trust Accounting</p>	



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		<p>the System shall be capable of excluding charges by detainee type.</p>					
<p>No - needs to be confirmed</p>	<p>Detainee Trust Accounting</p>	<ul style="list-style-type: none"> <li>The System's Commissary purchases shall be updated to the Detainee Trust account Detainee Trust Fund.</li> </ul>		<p>Leverage 3rd Party</p>	<p>Trust Accounting</p>	<p>Trust Accounting</p>	
<p>No - needs to be confirmed</p>	<p>Detainee Trust Accounting</p>	<ul style="list-style-type: none"> <li>Detainee deposits shall be entered on deposit registers for audit trail and updated to the detainee's account. Funds entered but not yet updated shall be displayed on the detainee's trust as pending.</li> </ul>		<p>Leverage 3rd Party</p>	<p>Trust Accounting</p>	<p>Trust Accounting</p>	

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<p>No - needs to be confirmed</p>	<p>Detainee Trust Accounting</p>	<ul style="list-style-type: none"> <li>• Checks issued by CCDOC that are payable to detainee can be written for funds that have not been updated only if a supervisor authorizes such disbursement. This authorization needs to generate an audit trail</li> </ul>		<p>Leverage 3rd Party</p>	<p>Trust Accounting</p>	<p>Trust Accounting</p>	
<p>No - needs to be confirmed</p>	<p>Detainee Trust Accounting</p>	<ul style="list-style-type: none"> <li>• The System's Collections shall be made at the time of deposit. Outstanding charges shall be collected when a deposit is made in order of the priority list defined by the User until the funds are exhausted or the debts are settled.</li> </ul>		<p>Leverage 3rd Party</p>	<p>Trust Accounting</p>	<p>Trust Accounting</p>	

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<p>No - needs to be confirmed</p>	<p>Detainee Trust Accounting</p>	<ul style="list-style-type: none"> <li>The system's detainee trust accounting module shall contain all accounts receivable, accounts payable, check writing, book statement balancing, and any functionality that is required to keep the detainee trust account in balance and collect and make disbursements.</li> </ul>		<p>Leverage 3rd Party</p>	<p>Trust Accounting</p>	<p>Trust Accounting</p>	
<p>No - needs to be confirmed</p>	<p>Detainee Trust Accounting</p>	<ul style="list-style-type: none"> <li>The system should generate a receipt and acknowledgement which references this shift in funds, the closing of the old trust account, with the old trust account number, the new trust account and trust account number and the new</li> </ul>		<p>Leverage 3rd Party</p>	<p>Trust Accounting</p>	<p>Trust Accounting</p>	

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<p>No - needs to be confirmed</p>	<p>Detainee Trust Accounting</p>	<p>balance. The system should then generate this and have the inmate sign the receipt and it should be electronically created or uploaded as with other forms onto the system. All this information should become a part of the inmate record. Interface between the commissary vendor (possibly other vendors) and JMS (through the inmate's account) in real time for ordering and deducting payments.</p>		<p>Leverage 3rd Party</p>	<p>Trust Accounting</p>	<p>Trust Accounting</p>	
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No - needs to be confirmed	Detainee Trust Accounting	MoneyGram. <ul style="list-style-type: none"> <li>Interface with the DOC's bank and JMS (through the inmate's account) in real time to have the ability to issue debit cards instead of checks</li> </ul>		Leverage 3rd Party	Trust Accounting	Trust Accounting	
No - needs to be confirmed	Detainee Trust Accounting	<ul style="list-style-type: none"> <li>Interface with kiosks and JMS (through the inmate's account) batch/real time from external and internal (Sheriff) customers.</li> </ul>		Leverage 3rd Party	Trust Accounting	Trust Accounting	
No - needs to be confirmed	Detainee Trust Accounting	<ul style="list-style-type: none"> <li>Interface with a cash machine (reverse ATM style) at inmate intake and JMS (through the inmate's account) in batch/real time.</li> </ul>	Functionality exists in current application, but currently not in use.	Leverage 3rd Party	Trust Accounting	Trust Accounting	

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No - needs to be confirmed	Detainee Trust Accounting	<ul style="list-style-type: none"> <li>Automatic updates to the banking clearinghouse system using Positive Pay.</li> </ul>		Leverage 3rd Party	Trust Accounting	Trust Accounting	
No - needs to be confirmed	Detainee Trust Accounting	<ul style="list-style-type: none"> <li>All transactions must be easily queried (including the variable- time- to the second) by users.</li> </ul>		Leverage 3rd Party	Trust Accounting	Trust Accounting	
No - needs to be confirmed	Detainee Trust Accounting	<ul style="list-style-type: none"> <li>The sum/detail of all inmate account balances must be easily queried as of a time and date.</li> </ul>		Leverage 3rd Party	Trust Accounting	Trust Accounting	
No - needs to be confirmed	Detainee Trust Accounting	<ul style="list-style-type: none"> <li>The queried data must be viewable and exportable in Excel, PDF, CSV, and possibly XML formats.</li> </ul>		Tribridge Offender Management Configuration		Tribridge Offender Management Core	
No - needs to be confirmed	Detainee Trust Accounting	<ul style="list-style-type: none"> <li>JMS must be able to import data in Excel, CSV, and XML formats.</li> </ul>		Tribridge Offender Management Configuration		Tribridge Offender Management Core	

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No - needs to be confirmed	Detainee Trust Accounting	<ul style="list-style-type: none"> <li>Internally generated control reports – daily (for any time frame) balancing reports</li> </ul>		Leverage 3rd Party	Trust Accounting	Trust Accounting	
No - needs to be confirmed	Detainee Trust Accounting	<ul style="list-style-type: none"> <li>Creation of an inmate payroll functions from point of work (scan ID) to uploading into the inmate’s account, with sufficient internal controls.</li> </ul>		Leverage 3rd Party	Trust Accounting	Trust Accounting	
No - needs to be confirmed	Detainee Trust Accounting	<ul style="list-style-type: none"> <li>Not allow negative balances unless manually overridden by a supervisor or for non-fund balance related transactions, such as restitution.</li> </ul>		Leverage 3rd Party	Trust Accounting	Trust Accounting	
No - needs to be confirmed	Detainee Trust Accounting	<ul style="list-style-type: none"> <li>The ability to automatically recover negative amounts from future incarcerations</li> </ul>		Leverage 3rd Party	Trust Accounting	Trust Accounting	

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<p>No - needs to be confirmed</p>	<p>Detainee Trust Accounting</p>	<ul style="list-style-type: none"> <li>• If the JMS is to include only inmate accounting (like bank balances) then separation of account balances into positive and negative account balances is necessary. If JMS will include a complete general ledger, then an off ledger, but still integrated, inmate owed (non-fund balance related) needs to be developed.</li> </ul>		<p>Leverage 3rd Party</p>	<p>Trust Accounting</p>	<p>Trust Accounting</p>	
<p>No - needs to be confirmed</p>	<p>Detainee Trust Accounting</p>	<ul style="list-style-type: none"> <li>• A bank reconciliation process must be included in the accounting process.</li> </ul>		<p>Leverage 3rd Party</p>	<p>Trust Accounting</p>	<p>Trust Accounting</p>	
<p>No - needs to be confirmed</p>	<p>Detainee Trust Accounting</p>	<ul style="list-style-type: none"> <li>• Ability to originate checks or other transactions via scanning (especially from the inmate ID)</li> </ul>		<p>Leverage 3rd Party</p>	<p>Trust Accounting</p>	<p>Trust Accounting</p>	

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No - needs to be confirmed	Detainee Trust Accounting	and then capturing an electronic signature and receipt for disbursements.			Leverage 3rd Party	Trust Accounting	Trust Accounting	Trust Accounting	
No - needs to be confirmed	Detainee Trust Accounting	<ul style="list-style-type: none"> <li>To be able to generate receipts for inmate financial transactions.</li> </ul>			Leverage 3rd Party	Trust Accounting	Trust Accounting	Trust Accounting	
No - needs to be confirmed	Detainee Trust Accounting	<ul style="list-style-type: none"> <li>To be able to generate individual inmate financial histories</li> </ul>			Leverage 3rd Party	Trust Accounting	Trust Accounting	Trust Accounting	
No - needs to be confirmed	Detainee Trust Accounting	<ul style="list-style-type: none"> <li>Linking multiple jail numbers via a master number, and merging all financial transactions into one data set/history, yet being able to determine each account individually.</li> </ul>			Leverage 3rd Party	Trust Accounting	Trust Accounting	Trust Accounting	
No - needs to be confirmed	Detainee Trust Accounting	<ul style="list-style-type: none"> <li>To include into the discharge process: that an inmate receives his</li> </ul>			Leverage 3rd Party	Trust Accounting	Trust Accounting	Trust Accounting	

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No - needs to be confirmed	Detainee Trust Accounting	money/property. <ul style="list-style-type: none"> <li>Remote/online secure access for outsiders to view accounts</li> </ul>	Leverage 3rd Party	Trust Accounting	Trust Accounting	Trust Accounting			
No - needs to be confirmed	Detainee Trust Accounting	<ul style="list-style-type: none"> <li>Move to Trustee section - Adjusting property lists and locations or trustee credit rates.</li> </ul>	Leverage 3rd Party	Trust Accounting	Trust Accounting	Trust Accounting			
No	External Identification Capture & Storage	<ul style="list-style-type: none"> <li>Photo &amp; Video Identification</li> </ul>	Leverage 3rd Party	Photo & Video	Reception & Commitment	Currently take photos and videos of weapons, graffiti, and incidents; currently have separate network drive to store photos and video.			

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No	External Identification Capture & Storage	<ul style="list-style-type: none"> <li>o The system shall capture images using a video camera that allows the operator to freeze and unfreeze the image as many times as necessary to obtain the best image.</li> </ul>		Leverage 3rd Party	Photo & Video	Reception & Commitment	
No	External Identification Capture & Storage	<ul style="list-style-type: none"> <li>o Live video shall be displayed in full color for image preview.</li> </ul>		Leverage 3rd Party	Photo & Video	Reception & Commitment	
No	External Identification Capture & Storage	<ul style="list-style-type: none"> <li>o The video camera shall offer NIST-compliant image capture in JPEG format as described in Appendix J of the most recent Electronic Fingerprinting Submission Specification promulgated by the Illinois State Police.</li> </ul>		Leverage 3rd Party	Photo & Video	Reception & Commitment	

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No	External Identification Capture & Storage	o The system must be able to interface with the existing CABS terminals.		Integration			
No	External Identification Capture & Storage	• Facial Recognition		Leverage 3rd Party	Facial Recognition	Reception & Commitment	
No	External Identification Capture & Storage	o <i>Wish-list More detail needed</i>		Leverage 3rd Party	Facial Recognition	Reception & Commitment	
No	External Identification Capture & Storage	• Voice Recognition		Leverage 3rd Party	Voice Recognition	Reception & Commitment	
No	External Identification Capture & Storage	o <i>Wish-list More detail needed</i>		Leverage 3rd Party	Voice Recognition	Reception & Commitment	
No	OPR	• Early intervention functionality. Provide alerts and reports to identify CCDOC staff that is involved in a high number of Use of Force incidences.		Tribridge Offender Management Configuration		Discipline	No response from OPR - Keith Morrison stated that this will be documented in Records Management

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								system.
No	Photo Lineups, Mug Books, Posters	<ul style="list-style-type: none"> <li>The system will provide a Photo Line Up functionality that is User-configurable on-screen and printable, able to incorporate 3-12 photo and automatically populating physical criteria similar to the selected detainee so as to retrieve detainees with similar characteristics.</li> </ul>	Leverage 3rd Party	Photo & Video	Reception & Commitment			
No	Photo Lineups, Mug Books, Posters	<ul style="list-style-type: none"> <li>The System's Photo Line Up function shall provide CCDOC with the ability to generate a lineup, save the lineup, apply random placement of suspect</li> </ul>	Leverage 3rd Party	Photo & Video	Reception & Commitment			

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		and use random selection of qualifying photos.				
No	Photo Lineups, Mug Books, Posters	<ul style="list-style-type: none"> <li>Vendor's investigative or administrative Photo Lineup shall default the detainee's bio-descriptors to values from a booking record when the detainee has been a detainee in order to perform the search for photo matches.</li> </ul>		Leverage 3rd Party	Photo & Video	Reception & Commitment
No	Photo Lineups, Mug Books, Posters	<ul style="list-style-type: none"> <li>The systems Photo Lineup shall also allow the User to generate a lineup for a suspect who has not been incarcerated. This shall require that a photo is imported and the User completes the associated description for that</li> </ul>		Leverage 3rd Party	Photo & Video	Reception & Commitment

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No	Photo Lineups, Mug Books, Posters	series of photos.  <ul style="list-style-type: none"> <li>The System's Photo Line Up function shall be a web based module that the Vendor can license to external Agencies that the County approves access. When external Agencies save line-ups on the System, the administrator and the Agency can view the line-up records.</li> </ul>		Leverage 3rd Party	Photo & Video	Reception & Commitment			
No	Photo Lineups, Mug Books, Posters	<ul style="list-style-type: none"> <li>The systems Mug Book Capability shall allow Users to find detainees by matching specific physical characteristics and view photos of those individuals. Users</li> </ul>		Leverage 3rd Party	Photo & Video	Reception & Commitment			

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			shall be able to print the photos. This capability shall include creation of an audited record of all selected/viewed photos. In addition to wanted posters (template).					
No	Re-associating and Merging Records	o Extensive validation checks that the detainees are not in fact different persons (e.g., gender, height, weight, overlapping incarcerations, etc.)			Tribridge Offender Management Customization		Reception & Commitment	
No	Record Sealing	<ul style="list-style-type: none"> <li>The system shall provide an easy-to-use function to seal records called "Non-Public." The Non-Public function shall allow an authorized User to seal individual detainee names associated with the person ID Number,</li> </ul>			Tribridge Offender Management Customization		Sentence & Time Accounting	

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No	Record Sealing	<ul style="list-style-type: none"> <li>Once sealed the record shall only be viewable by Users who have been authorized. To all other Users the sealed records shall not exist.</li> </ul>		Tribridge Offender Management - Customization			Sentence & Time Accounting		
No	Record Sealing	<ul style="list-style-type: none"> <li>When selecting a sealed record by an authorized User a label of "Sealed" shall be prominently displayed.</li> </ul>		Tribridge Offender Management - Customization			Sentence & Time Accounting		
No	Record Sealing	<ul style="list-style-type: none"> <li>When sealing a specific booking all records associated with the booking shall become sealed.</li> </ul>		Tribridge Offender Management - Customization			Sentence & Time Accounting		

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No	Reporting and Data Exports	<ul style="list-style-type: none"> <li>A management dashboard shall allow department managers to receive User defined real-time data to their desktop using specified fields specific to their individual requirements based on data that their unit is recording.</li> </ul>	Dashboard for Administrative Staff on first version push may be utilized to automatically populate various daily reports that need to be generated and given to the Sheriff	Tribridge Offender Management Configuration	Tribridge Offender Management Core	Need to track data for Programs; working on capturing those requirements
N/A	Standardized Data Exchange	<ul style="list-style-type: none"> <li>Systems that will need require data interchange, but are not limited to, are (See Appendix B)</li> </ul>		Integration		
No	Visitor and Mail Tracking	<ul style="list-style-type: none"> <li>The systems visitation function shall include a way to scan or photograph the visitor's identification into the system.</li> </ul>		Leverage 3rd Party	Photo & Video	Visitation

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No	Visitor and Mail Tracking	<ul style="list-style-type: none"> <li>The system will provide an "alert" function for C.I.U. verifications on a specific Inmate when they send or receive mail.</li> </ul>		Tribridge Offender Management Customization	Property	
No	Visitor and Mail Tracking	<ul style="list-style-type: none"> <li>Track a distribution status for all Mail.</li> </ul>		Tribridge Offender Management Configuration	Property	
No	Visitor and Mail Tracking	<ul style="list-style-type: none"> <li>Video visitation shall be added as a visit location</li> </ul>		Tribridge Offender Management Configuration	Visitation	
No	Visitor and Mail Tracking	<ul style="list-style-type: none"> <li>The systems visitation function shall interface with state LEADS and national NCIC systems to automatically query visitors for active warrants before entry is</li> </ul>	Sheriff has adopted a new visitation policy that will assist with this procedure.	Integration	Visitation	

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					allowed into the facility.				

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<b>JMS Interface – Phase 1</b>						
<b>Interface Name</b>	<b>Agency / Company</b>	<b>Directional</b>	<b>Frequency</b>	<b>Currently Exists</b>	<b>Required Phase 1?</b>	<b>Comments</b>
AlphaRoster	Northwestern	Out Going	Batch	Y	Y	Creates an Alphabetical list of Active Inmates to be sent to Northwestern. Occurs Every Night at 4:00 am.
County Jail Population Monthly	Illinois Department of Corrections	Out Going	Monthly Batch	Y	Y	Compiles data for the previous month to be sent to Illinois Department of Corrections (IDOC). Occurs on the 2nd Day of the Month at 12:00am. The data is placed on a form prescribed by the IDOC using an Access Database client. The form is converted to a PDF file and E-Mailed to the IDOC.
Get Image	Internal	NA	Nightly	Y	TBD	Reporting DB - This Job copies data from the production IMACS Server to the SQL243 box for Reporting. This takes the load off the production server as some of the Reports involve massive amounts of data. Occurs every night at 3:00 am Monday through Friday.
HFS Transfer	Illinois Department of Public Aid (IDPA)	Out Going	Monthly Batch	Y	Y	This Job compiles a data file to be sent to the Illinois Department of Public

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						Aid (IDPA). This data is prepared in a precise format and a precise naming convention prescribed by the IDPA. Occurs on the 3rd Friday of every month.
IVR	?	Out Going	4 times / day	Y	Y	This Job compiles data for the automated phone system for the Cook County Department of Corrections automated Inmate Information Line. The data is forwarded to Telephone Administration in a precise format prescribed by them. This occurs every day at 1:00 am, 6:00 am, 12 pm and 6pm. <b>(Securus is phone provider)</b>
SOC Output	Social Security Administration (SSA)	Out Going	Monthly Batch	Y	Y	This Job compiles a data file to send to the Social Security Administration (SSA). This data is prepared in a precise format and a precise naming convention prescribed by the SSA. Occurs on the 5th day of every month.
Web table Update	Internal	NA	34 min	Y	Y	This Job compiles Inmate information to be utilized in the Inmate Locator Website. Occurs every 34 minutes between 6:45 am and

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						11:59 am every day.
Western Union	Western Union	Out Going	Nightly	Y	Y	This Job compiles a data file with the Booking ID and Inmate Last Name for use by Western Union. Occurs every night at 1:00 am.
Cermak Hospital	Cermak	Out Going	Every 5 minutes - Batch	Y	Y	The JMS provides an AlphaRoster that contains a list of Active Inmates with housing information to better assist Cermak staff to provide healthcare services.

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<b>CCICJIS Future Interfaces</b>			
<b>Interface Name</b>	<b>Agency / Company</b>	<b>Interface Goal</b>	<b>Required Phase 1?</b>
Warrant – Search Warrant Process	Law enforcement agencies State’s Attorney Clerk	Create an electronic system that provides a mechanism for law enforcement agencies to confidentially request review and clearance for search warrants from the State’s Attorney. Create a manner to track search warrants signed by a judge and whether it was executed. Once a search warrant has been executed, the record will be updated with execution details, and the case will be assigned a case number.	N
Criminal Case Filing	Court Law enforcement agencies Court Clerk Prosecutor	The Court will compel law enforcement agencies to provide fingerprint verified personal identifiers at the time a criminal complaint is filed. The information systems will fully support this business rule.	N
Bond Hearing Preparation	Law enforcement agencies Sheriff Court Clerk Illinois State Police State's Attorney Public Defender Probation Social Services	Arrest and charging documents will be electronically distributed to the clerk, the state’s attorney, and the public defender. Criminal history, warrant, probation and parole information will be pushed to appropriate agencies using personal identifiers. The Sheriff will be electronically notified of the number of prisoners to expect.	N

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Bond Court Disposition	Law enforcement agencies Sheriff Court Clerk State's Attorney Public Defender Probation Social Services	The Court Clerk will capture bond court hearing decisions electronically and disseminate them electronically to affected offices and agencies.	N
Bond Court - Violation Process	Law Enforcement Agencies Clerk IDOC Parole Probation Social Services	Based on fingerprint verified identifiers, electronic notification will be made to probation, parole, and law enforcement agencies regarding individuals charged in new cases who are on probation or parole, or who have outstanding warrants.	N
Jail – Prisoner Data Sheet and Addendum Order	Clerk Sheriff	Electronically push custodial status and related information from court to the jail.	N
Discovery	Clerk State's Attorney Public Defender Private defense bar Law enforcement agencies Crime lab	Electronically push discovery documents from source to lawyers in criminal cases.	N
Subpoena	Court Law enforcement agencies State's Attorney Public Defender Private defense bar Crime lab Financial institutions Medical examiner	Electronically push subpoenas to agencies. Electronically return materials to the court. The court would electronically authorize the release and delivery of subpoenaed material to requesting parties.	N

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Warrant – Bond Forfeiture Warrant Preparation	Clerk Sheriff State's Attorney Public Defender	Create a process and procedure to check the custodial status and other court case data for defendants for whom a bond forfeiture warrant is to be issued.	N
Warrant – Bond Forfeiture Warrant Issuance	Clerk Sheriff Law Enforcement Agencies	Electronically push fingerprint verified warrant information, including all charges, to the Sheriff and local law enforcement agencies with a case number reference.  Create an automated tool for law enforcement agencies to push warrant data to LEADS should they opt to do so.  Electronically push the LEADS number back to the Clerk for warrants entered into LEADS.	N
Warrant – Execution	Clerk Law enforcement agencies Illinois State Police	Electronically push warrant execution information from law enforcement to the court.  Electronically push warrant execution information from law enforcement to LEADS.	N
Warrant Recall	Clerk Law enforcement agencies Illinois State Police	Electronically push warrant recall information from the court to law enforcement.  Electronically push warrant execution information from law enforcement to LEADS.	N
Out of Jurisdiction Warrants	Sheriff Foreign jurisdictions Law enforcement	A mechanism to ensure that prisoners arrested on foreign warrants are properly writted out to the other jurisdiction or released.	N

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Violation of Probation with a New Arrest	Law Enforcement Agencies Adult Probation Department Clerk State's Attorney	The State's Attorney will electronically push notice of arrests on new charges for an individual on probation to the Adult Probation Department.	N
Writs	Clerk Sheriff DOC IDOC	A print-verified electronic writ will be prepared and transmitted to IDOC. IDOC will provide electronic notice to the jail when a prisoner is writted to Cook County for a court appearance. A process to correct errors and to notify those agencies who have received erroneous data.	N
Sentencing Certification	Clerk Sheriff DOC IDOC	Create an automated means to calculate the time served in county jail by a defendant prior to commitment to the IDOC. Electronic transmission of sentencing certifications to IDOC. A process to correct errors and to notify those agencies who have received erroneous data.	N
Electronic Forms	All	A common tool, or set of tools, used by criminal justice agencies to create, store, and share documents and forms.	N

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<u>Major/ Sub Category</u>	<u>Priority</u>	<u>Require d Phase 1?</u>	<u>Category</u>	<u>Requirement</u>	<u>Additional Requirement Details</u>	<u>Tribridge Offender Management Review</u>	<u>3rd Party Area</u>	<u>Tribridge Offender Management Module</u>	<u>Notes</u>
Major	Required	Yes	Auditing and Logging	<ul style="list-style-type: none"> <li>• The system shall provide full audit trails of all changes to detainee and User records, including the following information:                             <ul style="list-style-type: none"> <li>o Date/time of change</li> </ul> </li> <li>o User who made the change and information changed.</li> <li>o All financial records shall be entered with the use of Registers to ensure that they are auditable.</li> </ul>		Tribridge Offender Management - Configuration		Tribridge Offender Management Core	
Sub	Required	Yes	Auditing and Logging	<ul style="list-style-type: none"> <li>o Date/time of change</li> </ul>		Tribridge Offender Management - Configuration		Tribridge Offender Management Core	
Sub	Required	Yes	Auditing and Logging	<ul style="list-style-type: none"> <li>o User who made the change and information changed.</li> <li>o All financial records shall be entered with the use of Registers to ensure that they are auditable.</li> </ul>		Tribridge Offender Management - Configuration		Tribridge Offender Management Core	
Sub	Required	Yes	Auditing and Logging	<ul style="list-style-type: none"> <li>o All financial records shall be entered with the use of Registers to ensure that they are auditable.</li> </ul>		Leverage 3rd Party	RFID	Trust Accounting	

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Sub	Required	Yes	Auditing and Logging	o Property transactions shall require User to verify ID and password. • The system Audit Search shall provide an authorized User with the ability to search and display records that have been added, modified or deleted.	Leverage 3rd Party	RFID	Property
Major	Required	Yes	Auditing and Logging	<ul style="list-style-type: none"> <li>• The system shall track each instance of access to detainee's information.</li> <li>• <i>On-line availability requirements:</i></li> <li>• <i>Uptime Service Level = 99.998%</i></li> <li>• <i>Maintenance windows;</i></li> </ul>	Tribridge Offender Management Configuration		Tribridge Offender Management Core
Major	Required	Yes	Auditing and Logging	<ul style="list-style-type: none"> <li>• The system shall track each instance of access to detainee's information.</li> </ul>	Tribridge Offender Management Customization		Tribridge Offender Management Core
Major	Not Stated	Yes	Availability/Reliability	<ul style="list-style-type: none"> <li>• <i>On-line availability requirements:</i></li> <li>• <i>Uptime Service Level = 99.998%</i></li> <li>• <i>Maintenance windows;</i></li> </ul>	Infrastructure		Current system records who viewed information.
Major	Not Stated	Yes	Availability/Reliability	<ul style="list-style-type: none"> <li>• <i>On-line availability requirements:</i></li> <li>• <i>Uptime Service Level = 99.998%</i></li> <li>• <i>Maintenance windows;</i></li> </ul>	Infrastructure		
Major	Not Stated	Yes	Availability/Reliability	<ul style="list-style-type: none"> <li>• <i>On-line availability requirements:</i></li> <li>• <i>Uptime Service Level = 99.998%</i></li> <li>• <i>Maintenance windows;</i></li> </ul>	Infrastructure		

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Major	Not Stated	Yes	Availability/Reliability	• Sundays 1 am to 6am	Infrastructure			
Major	Not Stated	Yes	Availability/Reliability	• Backup and recovery requirements, including:	Infrastructure	Microsoft Data Protection Manager - D.P.M.		
Major	Not Stated	Yes	Availability/Reliability	• Information that must be backed up	Infrastructure	Microsoft Data Protection Manager - D.P.M.	CC hosts all apps themselves.	
Major	Not Stated	Yes	Availability/Reliability	• Duration of storage = Based on Sheriff's office Records retention policy	Infrastructure	Microsoft Data Protection Manager - D.P.M.		
Major	Not Stated	Yes	Availability/Reliability	• Data needs to be backed up locally and stored offsite	Infrastructure	Microsoft Data Protection Manager - D.P.M.		
Major	Not Stated	Yes	Availability/Reliability	• Disaster recovery	Infrastructure			
Major	Not Stated	Yes	Availability/Reliability	• The systems need to be able to provide the architecture to	Infrastructure			

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Major	Not Stated	Yes	Availability/Reliability	recovery in 48 hours, with at most an 8 hour data lose (RTO = 48 Performance and Capacity requirements	Infrastructure				
Major	Not Stated	Yes	Availability/Reliability	<ul style="list-style-type: none"> <li>The system must be able to perform at defined levels with the following capacity targets</li> </ul>	Infrastructure				
Major	Not Stated	Yes	Availability/Reliability	<ul style="list-style-type: none"> <li>Images</li> </ul>	Infrastructure				
Major	Not Stated	Yes	Availability/Reliability	<ul style="list-style-type: none"> <li>999 SMT photos, per booking</li> </ul>	Infrastructure				
Major	Not Stated	Yes	Availability/Reliability	<ul style="list-style-type: none"> <li>1000 Profile photos per booking</li> </ul>	Infrastructure				
Major	Not Stated	Yes	Availability/Reliability	<ul style="list-style-type: none"> <li>1000 Front photos per booking</li> </ul>	Infrastructure				
Major	Not Stated	Yes	Availability/Reliability	<ul style="list-style-type: none"> <li>999 Document images per booking</li> </ul>	Infrastructure				

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Major	Not Stated	Yes	Availability/Reliability	<ul style="list-style-type: none"> <li>Number of simultaneous users the system must support</li> </ul>	Infrastructure			
Major	Not Stated	Yes	Availability/Reliability	<ul style="list-style-type: none"> <li>Approximately 1200 concurrent users</li> </ul>	Infrastructure			
Major	Not Stated	Yes	Availability/Reliability	<ul style="list-style-type: none"> <li>Number of simultaneous transactions the system must support</li> </ul>	Infrastructure			
Major	Not Stated	Yes	Availability/Reliability	<ul style="list-style-type: none"> <li>Approximately 1200</li> </ul>	Infrastructure			
Major	Not Stated	Yes	Availability/Reliability	<ul style="list-style-type: none"> <li>Sizing, scaling needs to meet planned growth</li> </ul>	Infrastructure		10%	
Major	Required	Yes	Booking Functions	<ul style="list-style-type: none"> <li>Integrating 1 to 1 PID fingerprint for positive identification of detainees due for release.</li> </ul>	Integration			Reception & Commitment

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Major	Required	Yes	Booking Functions	<ul style="list-style-type: none"> <li>Allow easy entry or import of all detainee identification and charge information for the current incarceration while maintaining a history of all incarcerations previously stored in the system.</li> </ul>		Tribridge Offender Management - Configuration		Reception & Commitment	
Major	Required	Yes	Booking Functions	<ul style="list-style-type: none"> <li>Generate bar code for detainee identification and movement tracking.</li> </ul>		Integration	Bar Code	Reception & Commitment	
Major	Required	Yes	Booking Functions	<ul style="list-style-type: none"> <li>For each detainee, the system shall be capable of recording the information set forth in Table 0-3 "Information Collectable at Booking" in</li> </ul>		Tribridge Offender Management - Configuration		Reception & Commitment	



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Major	Required	Yes	Booking Functions	<ul style="list-style-type: none"> <li>• Display records for the most recent booking. The User can select from a drop down any historical booking record that is not sealed. Sealed records can be reviewed by Users who have been granted access</li> </ul>	<p>Current application has this functionality up to sealing a record, the current application does not seal any records nor is their a function contained within to do so.</p>	Tribridge Offender Management Customization	Reception & Commitment	Multiple requirements
Major	Not Stated	Yes	Booking Functions	<ul style="list-style-type: none"> <li>• Detainee housing records during booking, including ability to select classification, enter alerts (e.g., health needs, keep-separates, or gang affiliations), schedule health assessments,</li> </ul>		Tribridge Offender Management Configuration	Reception & Commitment	



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				windows operation systems standards.							
Major	Required	Yes	Client (User) Interface	<ul style="list-style-type: none"> <li>• Selection lists and lookup tables that system administrators can create and maintain</li> <li>o Vendor's System shall be capable of inputting a wide range of flexible agency-defined search criteria in any combination to retrieve detainee information from the system.</li> </ul>			Tribridge Offender Management Configuration		Tribridge Offender Management Core		
Sub	Required	Yes	Client (User) Interface	<ul style="list-style-type: none"> <li>o The system includes search-as-you-type capabilities and a detainee Find function. The</li> </ul>			Tribridge Offender Management Configuration		Tribridge Offender Management Core		
Sub	Required	Yes	Client (User) Interface				Tribridge Offender Management Configuration		Tribridge Offender Management Core		



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Sub	Required	Yes	Client (User) Interface	o State ID		Tribridge Offender Management Configuration	Tribridge Offender Management Core	
Sub	Required	Yes	Client (User) Interface	o Social Security Number		Tribridge Offender Management Configuration	Tribridge Offender Management Core	
Sub	Required	Yes	Client (User) Interface	o Driver License Number and State		Tribridge Offender Management Configuration	Tribridge Offender Management Core	
Sub	Required	Yes	Client (User) Interface	o Age (or age group)		Tribridge Offender Management Configuration	Tribridge Offender Management Core	
Sub	Required	Yes	Client (User) Interface	o Date of Birth		Tribridge Offender Management Configuration	Tribridge Offender Management Core	
Sub	Required	Yes	Client (User) Interface	o Charge Category		Tribridge Offender Management Configuration	Tribridge Offender Management Core	

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Sub	Required	Yes	Client (User) Interface	o Race		Tribridge Offender Management Configuration	Tribridge Offender Management Core	
Sub	Required	Yes	Client (User) Interface	o Sex		Tribridge Offender Management Configuration	Tribridge Offender Management Core	
Sub	Required	Yes	Client (User) Interface	o Height (or height range)		Tribridge Offender Management Configuration	Tribridge Offender Management Core	
Sub	Required	Yes	Client (User) Interface	o Weight (or weight range)		Tribridge Offender Management Configuration	Tribridge Offender Management Core	
Sub	Required	Yes	Client (User) Interface	o The System shall support partial name searches, sound-alike name searches and wildcard name searches.		Tribridge Offender Management Configuration	Tribridge Offender Management Core	Sound-alike not required
Major	Required	Yes	Commissary	• Items in the commissary system will have, but are		Leverage 3rd Party	Trust Accounting	Commissary

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Major	Required	Yes	Commissary	not limited to, the following information <ul style="list-style-type: none"> <li>The System's Commissary module shall allow processing of order by housing for qualifying detainees. The system shall allow each detainee, not currently on restriction, to request goods and services from the jail commissary.</li> </ul>		Leverage 3rd Party	Commissary	Trust Accounting	
Major	Required	Yes	Commissary	The system shall have the functionality if required to transmit detainees' orders generated using the System's		Leverage 3rd Party	Commissary	Trust Accounting	

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Major	Required	Yes	Commissary	Commissary Order entry to the CCDOC vendor that is running the Commissary.	Commissary	Commissary	Leverage 3rd Party	Commissary	Trust Accounting	
Major	Required	Yes	Commissary	<ul style="list-style-type: none"> <li>• Create CCDOC-customizable receipts that show cell location, receipt number, items ordered, and trust account balance before and after deduction.</li> <li>• Allow the system administrator to set all prices and track/change the inventory of items, including minimum quantity reorder point.</li> </ul>	Commissary	Commissary	Leverage 3rd Party	Commissary	Trust Accounting	

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Major	Required	Yes	Commissary	<ul style="list-style-type: none"> <li>Deduct all fees and costs for goods from the detainee's trust account.</li> </ul>		Leverage 3rd Party	Commissary	Trust Accounting	
Major	Required	Yes	Commissary	<ul style="list-style-type: none"> <li>Disallow commissary purchases for a detainee with a zero or negative balance in his/her trust account, based on Sheriff's Office-defined policy.</li> </ul>		Leverage 3rd Party	Commissary	Trust Accounting	
Major	Required	Yes	Commissary	<ul style="list-style-type: none"> <li>Disallow purchase of out-of-stock items.</li> </ul>		Leverage 3rd Party	Commissary	Trust Accounting	
Major	Required	Yes	Commissary	<ul style="list-style-type: none"> <li>Generate daily, weekly, monthly or yearly summary reports of commissary module by detainee or housing location (block,</li> </ul>		Leverage 3rd Party	Commissary	Trust Accounting	

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Major	Required	Yes	Commissary	wing, floor, etc.)	• Record the refusal of food by a detainee. • Product purchases shall be limited by gender, dietary restrictions, jail location, limit to the quantity of an individual item that the detainee may purchase and indigent status inventory	Broken down by individual tier and cell	Leverage 3rd Party	Commissary	Trust Accounting	
Major	Required	Yes	Commissary				Leverage 3rd Party	Commissary	Trust Accounting	
Major	Required	Yes	Commissary	• The system shall provide a commissary scanner.			Leverage 3rd Party	Commissary	Trust Accounting	
Sub	Required	Yes	Commissary	o Description			Leverage 3rd Party	Commissary	Trust Accounting	
Sub	Required	Yes	Commissary	o Picture (Gpeg)			Leverage 3rd Party	Commissary	Trust Accounting	
Sub	Required	Yes	Commissary	o Cost	Detainee will not see cost of item		Leverage 3rd Party	Commissary	Trust Accounting	

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Sub	Required	Yes	Commissary	o Sell Price		Leverage 3rd Party	Commissary	Trust Accounting	
Sub	Required	Yes	Commissary	o Limit Purchase Quantity		Leverage 3rd Party	Commissary	Trust Accounting	
Sub	Required	Yes	Commissary	o Limit to Gender		Leverage 3rd Party	Commissary	Trust Accounting	
Sub	Required	Yes	Commissary	o Limit to Minor		Leverage 3rd Party	Commissary	Trust Accounting	
Sub	Required	Yes	Commissary	o Exempt from Disciplinary Sanction		Leverage 3rd Party	Commissary	Trust Accounting	
Sub	Required	Yes	Commissary	o Dietary Restrictions (Low Salt, Renal, Low Fat, Diabetic, Other 1, Other 2)		Leverage 3rd Party	Commissary	Trust Accounting	
Sub	Required	Yes	Commissary	o Indigent Pack		Leverage 3rd Party	Commissary	Trust Accounting	
Sub	Required	Yes	Commissary	o Limit purchase to specific facilities		Leverage 3rd Party	Commissary	Trust Accounting	
Major	Required	Yes	Contract	• A contract with a third		Other			



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Major	Required	Yes	<p>Defining Charges, Recording Bonds and Managing Sentences, Court Orders and Conditions of Bond</p>	<ul style="list-style-type: none"> <li>The systems ease charges and sentencing functions shall provide the CCDOC with the ability to maintain, concurrent, consecutive and a mixture of concurrent and consecutive sentences per Inmate incarceration. The sentence module shall also allow the CCDOC the ability to choose between sentencing and court orders.</li> </ul>	<p>Current Application does not give the end user the ability to calculate a sentence and define the calculation as an order of the court versus that of a sentence calculation for someone whose case has been adjudicated and thus sentenced to county time. New application should clearly make distinction between court ordered calculations versus county sentence</p>	<p>Tribridge Offender Management Customization</p>	<p>Sentence &amp; Time Accounting</p>	<p>See worksheet</p>
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Major	Required	Yes	Defining Charges, Recording Bonds and Managing Sentences, Court Orders and Conditions of Bond	<ul style="list-style-type: none"> <li>The Sentence module shall allow the CCDOC to make changes or adjustments to the sentence work sheet in a transaction based format that displays a history of all changes including the User who</li> </ul>	calculations.	Tribridge Offender Management Customization	Sentence & Time Accounting		
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Major	Required	Yes	Defining Charges, Recording Bonds and Managing Sentences, Court Orders and Conditions of Bond	made the changes.	<ul style="list-style-type: none"> <li>The system shall be able to record bond information via a drop-down list of bond types. The System shall also support:</li> </ul>	Tribridge Offender Management Configuration	Tribridge Offender Management Core	Composite Bond function to join cases.
Sub	Not Stated	Yes	Defining Charges, Recording Bonds and Managing Sentences, Court Orders and Conditions of Bond	<ul style="list-style-type: none"> <li>Defining a single bond covering multiple charges by grouping any charges together for easy manipulation or disposition.</li> </ul>	<p>Current Application has a "joined case" function, but the bond disposition of joined case does not affix to cases associated with said Bond. New application should give end user the ability to</p>	Tribridge Offender Management Configuration	Sentence & Time Accounting	

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					clearly identify all cases associated with the composited bond.					
Major	Required	Yes	Defining Charges, Recording Bonds and Managing Sentences, Court Orders and Conditions of Bond	<ul style="list-style-type: none"> <li>The system shall store the original sentence and all changes to the sentence by date/time and User ID for historical purposes. The system shall support the following sentence management tasks:</li> </ul>			Tribridge Offender Management - Configuration	Sentence & Time Accounting		
Sub	Required	Yes	Defining Charges, Recording Bonds and Managing	<ul style="list-style-type: none"> <li>Define sentence types (concurrent, consecutive, etc.) and</li> </ul>			Tribridge Offender Management - Customization	Sentence & Time Accounting		









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Major	Required	Yes	Detainee Classifications	spell-checking all multi-line text fields. System administrators shall be able to disable the spell-checking feature.	<ul style="list-style-type: none"> <li>The system shall provide point based questionnaire and interface to third party data systems, i.e. Cerner (Cermak), Clerk's Office, CPD, Illinois Bureau of Identification and FBI (LEADS). CPD, Illinois Bureau of ID and FBI maintain criminal histories. Upon completion of the classification,</li> </ul>	Current Application has most of the tenets inside of this bullet point, but the current application does not have any type of LEADS interface, this interface is a critical element and can be very useful on the first version push if possible.	Integration				Multiple requirements
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				<p>the detainee's classification level shall be updated in the Booking Screen.</p>			<p>Multiple requirements</p>
		<p>Integration</p>		<ul style="list-style-type: none"> <li>The questions listed in the point based questionnaire shall be User definable. The User shall not be limited to the number of different questionnaires it chooses to define. The point based questionnaire shall be automated, and required fields, i.e., current offense,</li> </ul>	<p>Detainee Classifications</p>	<p>Required Yes</p>	
<p>Major</p>	<p>Required</p>	<p>Yes</p>					

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				<p>criminal convictions, history of escape or attempts to escape, history of institutional violence, etc., shall be populated from existing data systems in and outside the Sheriff's Office. The security level resulting from the most recent inmate classification shall be displayed on the classification screen first before other classifications.</p> <ul style="list-style-type: none"> <li>• The completed questionnaire should be accessible to an authorized</li> </ul>		<p>Tribridge Offender Management Configuration</p>	<p>Classification</p>	<p>Multiple requirements</p>
Major	Required	Yes	Detainee Classifications					

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Major	Required	Yes	Detainee Classifications	<p>User to review the questions and the responses entered by the classification officer. The classification screen shall also display the inmate Alerts, Detainee Narrative and Trust Status.</p> <ul style="list-style-type: none"> <li>Initial classification and subsequent classification reviews shall include a CCDOC defined security assessment tool to determine appropriate housing for a detainee.</li> </ul>		Tribridge Offender Management Customization	Classification	Assessment tool already exists
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Major	Required	Yes	<p>Detainee Classifications</p> <ul style="list-style-type: none"> <li>Records of past security classifications, relevant data from previous bookings (incidents, threats, violence, history of assigned housing units, etc.) as well as inmate disciplinary history. The system should also have records of passed discipline from current and previous bookings.</li> </ul>	<p>Current Application does not have inmate disciplinary data contained within. DOJ is mandating that the detainee disciplinary history be utilized in order to adequately classify detainees, this is a critical function that needs to be in initial version push.</p>	<p>Tribridge Offender Management - Configuration</p>	<p>Classification</p>	<p>Multiple requirements</p>
Major	Required	Yes	<p>Detainee Classifications</p> <ul style="list-style-type: none"> <li>Detailed record of all active and inactive alerts for each inmate, including when each alert was</li> </ul>		<p>Tribridge Offender Management - Configuration</p>	<p>Classification</p>	<p>More requirements regarding Alerts to come; need to track Medical and Security alerts separately</p>

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Major	Required	Yes	Detainee Classifications	activated and terminated.	<ul style="list-style-type: none"> <li>The system will need to track gang affiliation or the lack thereof. This should also be updated upon every incarceration to insure that this has not changed.</li> </ul>	<p>This function is utilized in the current application, but may not be utilized currently on the secondary booking screen and only by CIU. The gang module in the current application may have the ability to track gang affiliation.</p>	<p>Tribridge Offender Management - Configuration</p>	<p>Investigation Gang Management</p>		
Major	Required	Yes	Detainee Classifications	<ul style="list-style-type: none"> <li>Classification Officers assigned to RCDC will be responsible for classifying detainees</li> </ul>			<p>Tribridge Offender Management - Configuration</p>	<p>Classification</p>	<p>Tie all the way to bed rather at the building level</p>	

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Major	Required	Yes	Detainee Classifications	directly to each bed.		Integration			Have to go back 10 years history for proper classification - TIF files of INVIZE; for Phase 1, just a link to INVIZE search page.
Major	Required	Yes	Detainee Classifications	<ul style="list-style-type: none"> <li>Classification officers will need to be able to read detainees prior disciplinary history records that will be contained within and external system.</li> <li>Classification staff will be charged with placing and removing security related alerts on detainees as instructed by command and executive staff members of the department.</li> </ul>		Tribridge Offender Management - Configuration	Classification		

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Major	Required	Yes	Detainee Classifications	Rapsheet functionality will prevent classification staff from needing to re-investigate a detainees past disciplinary history each time he/she is booked into the institution. This function will expedite the classification process as the research in the INVIZE system for a respective detainee will only have to be captured one time and placed within the disciplinary rapsheet for	Data-related		Classification
			<ul style="list-style-type: none"> <li>A disciplinary "rap sheet" type of documentation will be utilized and retained within the application for each specified detainee once classification officers have researched the detainees disciplinary history in the INVIZE system</li> </ul>				

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Major	Required	Yes	Detainee Classifications	<ul style="list-style-type: none"> <li>Classification staff will need to review detainee disciplinary forms that are generated within the application as well to populate and update the disciplinary rap sheet.</li> </ul>	future use.	Tribridge Offender Management Configuration	Classification		
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Major	Required	Yes	Detainee Classifications	<ul style="list-style-type: none"> <li>Disciplinary rap sheet would need to include some of the following; detainee name, booking number, inmate number, infraction date, guilty or not guilty, IR number, and other pertinent information that is vital for capture.</li> </ul>			Tribridge Offender Management Configuration	Classification	
Major	Required	Yes	Detainee Classifications	<ul style="list-style-type: none"> <li>Classification staff will need to generate several reports for purposes of statistical tracking which will be identified at a later date.</li> </ul>			Data-related	Classification	Scope undefined
Major	Required	Yes	Detainee Health Records	<ul style="list-style-type: none"> <li>Capture and storage of injury</li> </ul>			Leverage 3rd Party	Medical	Photo & Vide

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					photographs or Video, tied to the detainee's record.							
Major	Required	Yes	Detainee Health Records	<ul style="list-style-type: none"> <li>Application will identify medical alerts separate from security alerts</li> </ul>	Integration	Medical						
Major	Required	Yes	Detainee Health Records	<ul style="list-style-type: none"> <li>Application will allow Cermak staff to reconcile medical alerts through various generated reports</li> </ul>	Integration	Medical						
Major	Required	Yes	Detainee Health Records	<ul style="list-style-type: none"> <li>Application will allow Cermak staff to identify that discharged detainees received their meds prior to release via discharge report that will be ran daily.</li> </ul>	Integration	Medical						

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Major	Required	Yes	Detainee Health Records	<ul style="list-style-type: none"> <li>• (Interface) Alerts and diets must have stop/expiration dates transmitted from Cerner that will deactivate the alert/diet in the correctional system.</li> </ul>		Integration		Medical	
Major	Required	Yes	Detainee Health Records	<ul style="list-style-type: none"> <li>• (Interface) Accurate, real time updates of all changes in inmate location (admits, discharges, transfers) in a format that the Cerner electronic medical record can parse and store.</li> </ul>	<p>This request by Cermak is directly tied to the DOJ agreed order with the Sheriff and must be contained within the application.</p>	Integration		Medical	
Major	Required	Yes	Detainee Health Records	<ul style="list-style-type: none"> <li>• Sheriff's office will trigger data exchange of</li> </ul>		Integration		Medical	



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					segregation, discipline, and close observation records by the DOC.								
Major	Required	Yes		Detainee Health Records	<ul style="list-style-type: none"> <li>• Generation of CCDOC-defined alerts arising from health and psychological screenings.</li> </ul>		Integration	Medical					
Major	Required	Yes		Detainee Health Records	<ul style="list-style-type: none"> <li>• Ability to automatically register inmate moves required for clinic or other medical appointments.</li> </ul>		Configuration	Medical					
Major	Required	Yes		Detainee Health Records	<ul style="list-style-type: none"> <li>• Ability to enter detainee health or suicide-alerts into the system.</li> </ul>		Configuration	Medical					
Major	Required	Yes		Detainee Health Records	<ul style="list-style-type: none"> <li>• All alerts should have an expiry date and be automatically</li> </ul>		Integration	Medical					

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Major	Required	Yes	Detainee Health Records	<p>removed at that time.</p> <ul style="list-style-type: none"> <li>The detainee Meal Maintenance Module shall allow the facility to filter on meal requirements by facility, jail location and meal type.</li> <li>Dietary restriction shall be tracked for both medical and religious requirements.</li> </ul>		Configuration	Medical	Medical	
Major	Required	Yes	Detainee Health Records	<ul style="list-style-type: none"> <li>System should be able to receive and store medical alerts and diets issued by providers from Cerner</li> </ul>	<p>This request is also tied to the agreed order between the DOJ and the Sheriff's office as well and must be contained within the application.</p>	Integration	Medical	Medical	

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Major	Required	Yes	Detainee Movement Tracking or Court Call	<ul style="list-style-type: none"> <li>The group movement shall allow the User to create move groups using user defined selection criteria</li> </ul>		Tribridge Offender Management - Customization	Housing / Bed Management	
Major	Required	Yes	Detainee Movement Tracking or Court Call	<ul style="list-style-type: none"> <li>The system shall allow the User to view lists of detainees for movement by:                             <ul style="list-style-type: none"> <li>o Detainees from a jail location with a specific court date</li> <li>o Detainees from a jail location with a specific release date</li> <li>o Detainees from a jail location</li> </ul> </li> </ul>		Tribridge Offender Management - Configuration	Housing / Bed Management	
Sub	Required	Yes	Detainee Movement Tracking or Court Call	<ul style="list-style-type: none"> <li>o Detainees from a jail location with a specific court date</li> <li>o Detainees from a jail location with a specific release date</li> <li>o Detainees from a jail location</li> </ul>		Tribridge Offender Management - Configuration	Housing / Bed Management	
Sub	Required	Yes	Detainee Movement Tracking or Court Call	<ul style="list-style-type: none"> <li>o Detainees from a jail location with a specific release date</li> <li>o Detainees from a jail location</li> </ul>		Tribridge Offender Management - Configuration	Housing / Bed Management	
Sub	Required	Yes	Detainee Movement Tracking or Court Call	<ul style="list-style-type: none"> <li>o Detainees from a jail location</li> </ul>		Tribridge Offender Management - Configuration	Housing / Bed Management	

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Sub	Required	Yes	Detainee Movement Tracking or Court Call	o Detainees matching a User selected "Current Location"		Tribridge Offender Management - Configuration	Housing / Bed Management	
Sub	Required	Yes	Detainee Movement Tracking or Court Call	o Detainees on a Specific Work Detail		Tribridge Offender Management - Configuration	Housing / Bed Management	
Major	Required	Yes	Detainee Movement Tracking or Court Call	<ul style="list-style-type: none"> <li>The system shall present an authorized User with override options when a move will result in a Keep Separate violation.</li> </ul>		Tribridge Offender Management - Customization	Housing / Bed Management	
Major	Required	Yes	Detainee Movement Tracking or Court Call	<ul style="list-style-type: none"> <li>Scheduled detainee moves shall be compared with other scheduled detainee events giving the User override options based on the</li> </ul>		Tribridge Offender Management - Customization	Housing / Bed Management	

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Major	Required	Yes	Detainee Movement Tracking or Court Call	installation defined schedule conflict priority list. <ul style="list-style-type: none"> <li>They system should have the ability to identify specific detainee's that should be kept separate from the current detainee. A alert should be issued if a keep separate detainee is selected to be housed together.</li> </ul>	<ul style="list-style-type: none"> <li>Current application does not give functionality to move an entire group of detainees from one location to another, each</li> </ul>	Tribridge Offender Management Customization		Housing / Bed Management	
Major	Required	Yes	Detainee Movement Tracking or Court Call	<ul style="list-style-type: none"> <li>The system shall offer functionality to update detainee movement with barcode tracking. The system shall be able to record detainee</li> </ul>	<ul style="list-style-type: none"> <li>Current application does not give functionality to move an entire group of detainees from one location to another, each</li> </ul>	Leverage 3rd Party	Bar Code	Housing / Bed Management	

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				<p>individual detainee has to be scanned in order for them to be moved to another location.</p>		
	Property	Property Asset Tracking	Leverage 3rd Party	<p>Property and clothing will be kept in one central location for the entire DOC, however, property and clothing management and tracking along with maintaining a history of property transactions are a critical component to the JMS moving forward.</p>	<p>movements by detainee or by group of detainees.</p>	
				<p>• The system will need to manage multiple property types and multiple storage locations while maintaining a history of all property transactions for inquiry or reporting.</p>	<p>Detainee Property</p>	
					<p>Yes</p>	
					<p>Required</p>	
						<p>Major</p>

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Major	Required	Yes	Detainee Property	<ul style="list-style-type: none"> <li>The System's property module shall accommodate each of the following: <ul style="list-style-type: none"> <li>Maintain a relationship between a property storage location and an individual detainee and the physical property items.</li> <li>The system is required to enable the User to update or change groups of property items or only individual items.</li> </ul> </li> </ul>		Integration	Property Asset Tracking	Property	
Sub	Required	Yes	Detainee Property	<ul style="list-style-type: none"> <li>Maintain a relationship between a property storage location and an individual detainee and the physical property items.</li> <li>The system is required to enable the User to update or change groups of property items or only individual items.</li> </ul>		Leverage 3rd Party	Property Asset Tracking	Property	
Sub	Required	Yes	Detainee Property	<ul style="list-style-type: none"> <li>The system is required to enable the User to update or change groups of property items or only individual items.</li> </ul>		Leverage 3rd Party	Property Asset Tracking	Property	



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Sub	Required	Yes	Detainee Property	<p>The System's property function shall maintain status transactions for each property item.</p> <ul style="list-style-type: none"> <li>The system will need to include the ability to generate inmate property receipts and to either upload signed property receipts acknowledging (Signature Pads) what property is being turned over/stored or to create the document electronically by having them sign on a screen and then printing it</li> </ul>	Leverage 3rd Party	Property Asset Tracking	Property
Major	Required	Yes	Detainee Property	<p>The system will need to include the ability to generate inmate property receipts and to either upload signed property receipts acknowledging (Signature Pads) what property is being turned over/stored or to create the document electronically by having them sign on a screen and then printing it</p>	Leverage 3rd Party	Property Asset Tracking	Property





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Major	Required	Yes	Detainee Release	<ul style="list-style-type: none"> <li>Ensure that all charges have been disposed of before release.</li> </ul>	<p>New JMS application must ensure that detainee warrants and/or detainers have been disposed of prior to release as well.</p>	<p>Tribridge Offender Management - Customization</p>	<p>Release and Discharge</p>	
Major	Required	Yes	Detainee Release	<ul style="list-style-type: none"> <li>Integrate 1 to 1 PID fingerprint matching for positive identification of detainees due for release.</li> </ul>		<p>Integration</p>	<p>Release and Discharge</p>	
Major	Required	Yes	Detainee Release	<ul style="list-style-type: none"> <li>Interface to VINES or similar system to support victim notification.</li> </ul>		<p>Integration</p>	<p>Release and Discharge</p>	<p>Extract file today</p>
Major	Required	Yes	Detainee Release	<ul style="list-style-type: none"> <li>List all detainees scheduled for release based on predicted sentence</li> </ul>		<p>Tribridge Offender Management - Configuration</p>	<p>Release and Discharge</p>	



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Major	Required	Yes	Detainee Release	<ul style="list-style-type: none"> <li>• Ensure detainee release is scheduled, but that this task remains in the system to be completed by a specific User who is assigned to the release role. Record when the release procedure was completed and by whom.</li> </ul>		Tribridge Offender Management - Configuration	Release and Discharge	
Major	Required	Yes	Detainee Scheduling and Calendar	<ul style="list-style-type: none"> <li>• The system will track scheduled events for each detainee and be able to report any conflicts and risks as they are booked.</li> </ul>		Tribridge Offender Management - Customization	Scheduling	
Major	Required	Yes	Detainee Scheduling and Calendar	<ul style="list-style-type: none"> <li>• The system will provide a detainee schedule view as well as</li> </ul>		Tribridge Offender Management - Customization	Scheduling	

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Major	Required	Yes	<p>provide the ability to print the schedule.</p> <ul style="list-style-type: none"> <li>The system's modules shall schedule events while comparing the proposed date and time with existing scheduled events. When conflicts arise the User shall be allowed to continue only if the scheduled event has a lower priority. The individual who scheduled the lower priority event shall be notified.</li> </ul>				<p>Tribridge Offender Management - Customization</p>		Scheduling		CC to create and prioritize list of scheduling items
Major	Required	Yes	<p>Detainee Scheduling and Calendar</p>				<p>Tribridge Offender Management - Configuration</p>		Scheduling		

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					utilized.							
Sub	Required	Yes	Detainee Scheduling and Calendar	to: o Court Dates and Court Call	Prioritize - 1	Tribridge Offender Management - Customization	Scheduling					
Sub	Required	Yes	Detainee Scheduling and Calendar	o Medical	Prioritize - 2	Tribridge Offender Management - Customization	Scheduling					
Sub	Required	Yes	Detainee Scheduling and Calendar	o Clinic	Prioritize - 3	Tribridge Offender Management - Customization	Scheduling					
Sub	Required	Yes	Detainee Scheduling and Calendar	o Housing	Prioritize - 4	Tribridge Offender Management - Customization	Scheduling					
Sub	Required	Yes	Detainee Scheduling and Calendar	o Work Release	Prioritize - 5	Tribridge Offender Management - Customization	Scheduling					

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Sub	Required	Yes	Detainee Scheduling and Calendar	o Work Detail	Prioritize - 6	Tribridge Offender Management Customization	Scheduling	
Sub	Required	Yes	Detainee Scheduling and Calendar	o Visitation	Prioritize - 7	Tribridge Offender Management Customization	Scheduling	
Sub	Required	Yes	Detainee Scheduling and Calendar	o Other	Prioritize - 8	Tribridge Offender Management Customization	Scheduling	
Major	Required	Yes	Detainee Tracking	• Bar Code		Leverage 3rd Party	Reception & Commitment	
Sub	Required	Yes	Detainee Tracking	o The system shall be capable of encoding and decoding bar codes onto wristbands or identification cards, as well as into all documents required.	Application will need to create bar code labels in real time as detainees are being booked in for Cermak as well as property area. Labels will be placed on each detainee property bag	Leverage 3rd Party	Reception & Commitment	

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					and scanned into application affixed to that particular detainee.					
Sub	Required	Yes	Detainee Tracking	<p>The system shall provide barcode readers to track detainee movement, housing, services, transportation, and any other module that requires immediate data entry with limited operator input.</p> <ul style="list-style-type: none"> <li>Fingerprint</li> </ul>		Integration	Bar Code	Housing / Bed Management		
Major	Required	Yes	Detainee Tracking			Leverage 3rd Party	Fingerprint	Reception & Commitment		

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Sub	Required	Yes	Detainee Tracking	o The System shall provide multiple fingers scanning to confirm detainee identity at booking and release.	Application should identify detainee by right index finger or next close finger on right hand at time of booking and release.	Leverage 3rd Party	Finger print	Reception & Commitment	No fingerprinting in current system.
Sub	Required	Yes	Detainee Tracking	o The System shall provide the ability to compare and incoming (one or two prints) to an outgoing set of prints		Leverage 3rd Party	Finger print	Reception & Commitment	
Major	Required	Yes	Environmental	<ul style="list-style-type: none"> <li>The system will need to be hosted on a Windows environment and be able to run on a Windows desktop or Laptop.</li> </ul>		Tribridge Offender Management Configuration		Tribridge Offender Management Core	

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Major	Required	Yes	External Identification Capture & Storage	<ul style="list-style-type: none"> <li>The system will be required to interface with external hardware and system to provide detainee identification. This information will then need to be stored as part of the detainee's record</li> </ul>		Integration			
Sub	Required	Yes	External Identification Capture & Storage	<ul style="list-style-type: none"> <li>Image capture will be required to be of sufficient resolution to differentiate skin color, facial tones and eye color.</li> </ul>		Leverage 3rd Party	Photo & Video	Reception & Commitment	
Sub	Required	Yes	External Identification Capture & Storage	<ul style="list-style-type: none"> <li>The system shall capture, store, and categorize an unlimited number of NIST-compliant</li> </ul>	Current Application does not take picture of property that was confiscated	Leverage 3rd Party	Photo & Video	Reception & Commitment	Tied to booking



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Major	Required	Yes	Housing	<ul style="list-style-type: none"> <li>Notification of conflicts in cell assignment while allowing an authorized User to override cell assignments or conflict warnings.</li> </ul>	<p>Current application will not allow cell assignment for wrong pre-determined security classification.</p>	<p>Tribridge Offender Management - Customization</p>	Housing / Bed Management	
Major	Required	Yes	Housing	<ul style="list-style-type: none"> <li>Support for Alternative programs is required.</li> </ul>	<p>Current application does not identify all variations of locations of the Sheriff's Alternative Programs. New application needs to identify all levels and locations of housing for all of the alternative programs.</p>	<p>Tribridge Offender Management - Customization</p>	Housing / Bed Management	

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Major	Required	Yes	Housing	<ul style="list-style-type: none"> <li>Ability for an authorized User to override the system housing recommendation while recording User data on all security overrides, along with the reason for and date of the change.</li> </ul>			Tribridge Offender Management - Customization	Housing / Bed Management	
Major	Required	Yes	Housing	<ul style="list-style-type: none"> <li>The system shall provide a housing assignment based on detainee classification level.</li> </ul>			Tribridge Offender Management - Customization	Housing / Bed Management	
Major	Required	Yes	Housing	<ul style="list-style-type: none"> <li>The housing function shall display available beds that match the detainee gender and classification level.</li> </ul>			Tribridge Offender Management - Customization	Housing / Bed Management	

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Major	Required	Yes	Housing	<ul style="list-style-type: none"> <li>• Capture an individual's history, including the housing units the detainee has been assigned to during all incarcerations at the facility, and any restrictions or disciplinary actions in effect or in the history of a detainee.</li> </ul>		Tribridge Offender Management - Configuration	Housing / Bed Management	
Major	Required	Yes	Housing	<ul style="list-style-type: none"> <li>• The system shall track different fields for the detainee Housing Assignment and Current Location.</li> <li>• The system should have the ability to have Housing for Witness</li> </ul>		Tribridge Offender Management - Configuration	Housing / Bed Management	
Major	Required	Yes	Housing			Tribridge Offender Management - Configuration	Housing / Bed Management	









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Sub	Required	Yes	Incidents, Grievances and Appeals	<p>o The system will generate alerts for grievances that have not yet been addressed.</p> <ul style="list-style-type: none"> <li>The System's incident Report, Disciplinary Hearing, shall provide entry of Pleas and Findings for each rules violation the detainee has on the Incident Report. The Pleas and Findings shall provide status and description of the Detainee's Appeal as well as plea, finding and sanction details.</li> </ul>		Tribridge Offender Management Configuration	Grievances	
Major	Required	Yes	Incidents, Grievances and Appeals	<p>o The System's incident Report, Disciplinary Hearing, shall provide entry of Pleas and Findings for each rules violation the detainee has on the Incident Report. The Pleas and Findings shall provide status and description of the Detainee's Appeal as well as plea, finding and sanction details.</p>		Tribridge Offender Management Configuration	Discipline	

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Major	Required	Yes	Incidents, Grievances and Appeals	<ul style="list-style-type: none"> <li>The system's incident report shall include an investigations section in order to document the outcome and investigation findings.</li> </ul>		Tribridge Offender Management - Configuration	Discipline	
Major	Required	Yes	Incidents, Grievances and Appeals	<ul style="list-style-type: none"> <li>The system should notify their next approver via E-mail. In addition, based on time intervals, an escalation notification needs to occur. i.e., reporter, supervisor, watch commander, Deputy Chief of staff.</li> </ul>		Tribridge Offender Management - Configuration	Discipline	
Major	Required	Yes	Incidents, Grievances and Appeals	<ul style="list-style-type: none"> <li>An aging report need to be available to see what reports are still</li> </ul>		Tribridge Offender Management - Configuration	Discipline	

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Major	Required	Yes	Incidents, Grievances and Appeals	<p>outstanding and how long.</p> <ul style="list-style-type: none"> <li>Incidents that involve Use of Force should have a special notation</li> </ul>	<p>If an incident identifies that "use of force" was necessary, the new application should avail the necessary use of force documents electronically within the application to the staff member initiating the report. The staff member should not be able to move forward within the incident if the mandatory fields are not</p>	Tribridge Offender Management Configuration
						Discipline



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Major	Required	Yes	Incidents, Grievances and Appeals	<p>should have the ability to review incidents over the entire DOC. Reviewing of incidents should be specific to the area of assignment unless otherwise authorized.</p> <ul style="list-style-type: none"> <li>Incident reports initiated by staff members should be forwarded to the immediate supervisor electronically who will have the ability to approve or disapprove of the incident. If the immediate supervisor approves the incident, it</li> </ul>		Tribridge Offender Management Configuration	Discipline	
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						<p>should be forwarded to the shift commander for assessment. If the incident report is disapproved, it should be sent back to the initiating staff member for review. The system will not track changes to an incident report until it is approved by the supervisor.</p> <ul style="list-style-type: none"> <li>Once an incident has been initiated, reviewed, and subsequently closed by the watch commander who has completed their assessment, the report</li> </ul>						
Major	Required	Yes	Incidents, Grievances and Appeals				Tribridge Offender Management Configuration	Discipline				

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Major	Required	Yes	Incidents, Grievances and Appeals	<p>should no longer have modification capabilities.</p> <ul style="list-style-type: none"> <li>A drop down menu should give the initiating staff member the option of identifying what type of incident occurred. This function would allow other pre-determined forms to populate which would in turn encompass the entire incident. The necessary forms would become available to respective staff members responsible for populating those</li> </ul>	Tribridge Offender Management Configuration	Discipline







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				<p>notify facility, incident number, and date that displays infraction reports that have yet to be heard by the disciplinary hearing board. The status board needs to include both open and closed reports. Status board should also populate the number of pending disciplinary reports in the respective Divisions so the hearing board can detail staff to areas that have the greatest need.</p>	<p>application.</p>			
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Major	Required	Yes	Incidents, Grievances and Appeals	<ul style="list-style-type: none"> <li>Status board should also alert hearing board staff of detainees who are about to exceed the number of days in which their disciplinary needs to be heard.</li> </ul>		Tribridge Offender Management Configuration	Discipline	
Major	Required	Yes	Incidents, Grievances and Appeals	<ul style="list-style-type: none"> <li>Status board should allow hearing board staff to know the exact location of the detainee as the pending disciplinary report should follow the detainee in the application regardless of his/her housing location.</li> </ul>		Tribridge Offender Management Configuration	Discipline	

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Major	Required	Yes	Incidents, Grievances and Appeals	<ul style="list-style-type: none"> <li>• (Ad Hoc Reporting) The report control number to be on all of the printed reports within the IMACS incident reporting module. This includes an Incident Report, Disciplinary Report and Appeals form. Incident reporting module will also contain use of force forms as well as a finding of facts form</li> </ul>			Tribridge Offender Management Configuration		Discipline
Major	Required	Yes	Incidents, Grievances and Appeals	<ul style="list-style-type: none"> <li>• (Ad Hoc Reporting) The report control number to be a filter option when using the find option within the</li> </ul>			Tribridge Offender Management Configuration		Discipline



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Major	Required	Yes	Incidents, Grievances and Appeals	<ul style="list-style-type: none"> <li>A separate appeals form within the disciplinary hearing section to document appeals and override previous findings and/or sanctions.</li> </ul>		Tribridge Offender Management Configuration	Discipline	
Major	Required	Yes	Incidents, Grievances and Appeals	<ul style="list-style-type: none"> <li>A system which would allow inmates to have authorized access to a computer in the law library to enter an appeal that would be directly connected to the inmate disciplinary module. That computer would need a signature pad so that the inmate can sign</li> </ul>		Leverage 3rd Party	Discipline	Security considerations

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Major	Required	Yes	Incidents, Grievances and Appeals	to verify the contents of the appeal. A signature pad would also be needed for other various documents	• The original infraction report charges need to remain the same when a change has been made within the disciplinary hearing section for reference and subpoena purposes.	Tribridge Offender Management Configuration	Discipline		
Major	Required	Yes	Incidents, Grievances and Appeals	to verify the contents of the appeal. A signature pad would also be needed for other various documents	• Civilian employees access to the disciplinary hearing portion of JMS incident reporting. Currently this portion is only accessible by lieutenants and	Tribridge Offender Management Configuration	Discipline		

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Major	Required	Yes	Incidents, Grievances and Appeals	above. <ul style="list-style-type: none"> <li>Ruling on Appeal or time for appeal expired to be trigger for closing out reports on status board.</li> <li>The ability to attached electronic media to reports</li> <li>The final disposition of the disciplinary hearing to be linked to the classification system</li> <li>The ability to have detainees and staff electronically sign incident and disciplinary reports to keep archived, electronically</li> </ul>		Tribridge Offender Management - Configuration		Discipline	
Major	Required	Yes	Incidents, Grievances and Appeals			Tribridge Offender Management - Configuration		Discipline	
Major	Required	Yes	Incidents, Grievances and Appeals			Tribridge Offender Management - Configuration		Discipline	
Major	Required	Yes	Incidents, Grievances and Appeals			Leverage 3rd Party		Discipline	Electronic Signatures

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Major	Required	Yes	Incidents, Grievances and Appeals	signed copies of documented incidents. <ul style="list-style-type: none"> <li>Status board should identify if a detainee disciplinary has been adjudicated, appealed, or is still pending.</li> <li>System should have the ability to provide a fillable Restitution form to be filled out. Restitution amounts need to be tied to Trust accounting.</li> <li>The systems Wanted Posters function will provide a User-configurable "wanted poster"</li> </ul>		Tribridge Offender Management Configuration		Discipline	
Major	Required	Yes	Incidents, Grievances and Appeals	<ul style="list-style-type: none"> <li>System should have the ability to provide a fillable Restitution form to be filled out. Restitution amounts need to be tied to Trust accounting.</li> </ul>		Leverage 3rd Party	Trust Accounting	Discipline	
Major	Required	Yes	Photo Lineups, Mug Books, Posters	<ul style="list-style-type: none"> <li>The systems Wanted Posters function will provide a User-configurable "wanted poster"</li> </ul>		Tribridge Offender Management Configuration		Reception & Commitment	



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Major	Required	Yes	Re-associating and Merging Records	<p>distribution of these mug shots, along with a pre-designed bulletin shall have an audit trail for record of distributed mug shots outside the System.</p> <ul style="list-style-type: none"> <li>The system shall provide a "Transfer" function that shall allow an authorized User to transfer a booking to a different detainee number. When a booking is merged with a different detainee number all records and images associated with</li> </ul>		Tribridge Offender Management - Customization		Sentence & Time Accounting	
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Major	Required	Yes	Role Based Security	<ul style="list-style-type: none"> <li>Each User's view of the system shall match that individual's role and authorization level. Likewise, User security levels shall be evaluated before releasing information.</li> </ul>	Tribridge Offender Management - Configuration	Tribridge Offender Management Core	CC to upload list of security levels. Supply security roles back to CC.
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**Contract No. 13-11-12685 Jail Management Information System**

Major	Required	Yes with modification	Role Based Security	<ul style="list-style-type: none"> <li>Standard facilities shall control User access to re-associate a booking from one record to another, seal and/or unseal a record or a single booking, expunge a record or a single booking, or <b>merge two records into one</b>. This security feature shall also be included in the Portal interface.</li> </ul>	<p>Current Application will allow merging of bookings, but most current booking number will show on booking screen even if that is the booking number user wants to get rid of. In that case, the user will have to scroll down to prior booking number to get current booking information after purge of bookings has been completed. New application should show the live</p>	<p>Tribridge Offender Management - Customization</p>	Sentence & Time Accounting	<p>Multiple requirements; "Standard Booking" for new offenders who have never been booked before; dupes do happen on occasion; key requirement here is ability to conduct offender merge and ability to segment/hide data based on security role / status</p>
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Contract No. 13-11-12685 Jail Management Information System

Major	Not Stated	Yes	Standardized Data Exchange	<ul style="list-style-type: none"> <li>The system should be able to utilize a Service Oriented Architecture (SOA)</li> </ul>		Tribridge Offender Management Configuration	Tribridge Offender Management Core	
Major	Required	Yes	System Configuration	<ul style="list-style-type: none"> <li>The system will need to have configurable components, specifically around data validation and pick list components.</li> </ul>		Tribridge Offender Management Configuration	Tribridge Offender Management Core	
Major	Required	Yes	System Configuration	<ul style="list-style-type: none"> <li>Some examples of the configurable components are;</li> </ul>		Tribridge Offender Management Configuration	Tribridge Offender Management Core	
Sub	Required	Yes	System Configuration	<ul style="list-style-type: none"> <li>Changing mandatory data fields and validation rules.</li> </ul>		Tribridge Offender Management Configuration	Tribridge Offender Management Core	
Sub	Required	Yes	System Configuration	<ul style="list-style-type: none"> <li>Modifying screens and drop-down menus.</li> </ul>	Current Application allows IMACS Team	Tribridge Offender Management Configuration	Tribridge Offender Management Core	





*Contract No. 13-11-12685 Jail Management Information System*

Major	Required	Yes	Training	<ul style="list-style-type: none"> <li>The system shall define the installation of three data bases for Production, Training and Testing.</li> </ul>		Tribridge Offender Management Configuration	Tribridge Offender Management Core	
Major	Required	Yes	Use of Force	<ul style="list-style-type: none"> <li>Be able to have a use of force report be a part of the system (See Appendix ???).</li> </ul>		Tribridge Offender Management Configuration	Discipline	Scope undefined
Major	Required	Yes	Use of Force	<ul style="list-style-type: none"> <li>Let supervisory staff be able to review reports so each level of the command staff will be able to fill out their portion of the Sheriff's Office Supervisory Review Form – A review by all four levels of command (immediate supervisor,</li> </ul>		Tribridge Offender Management Customization	Discipline	



**Contract No. 13-11-12685 Jail Management Information System**

Major	Required	Yes	Use of Force	<ul style="list-style-type: none"> <li>The system will need to assign unique incident numbers to each case</li> </ul>					
Major	Required	Yes	Use of Force	<ul style="list-style-type: none"> <li>Let authorized staff (The Use of Force Review Unit, OPR, CIU and etc.) access to detainee's records who were involved in the response to resistance/use of force incident.</li> </ul>					Discipline
Major	Required	Yes	Use of Force	<ul style="list-style-type: none"> <li>Use of force forms will populate once the initiating employee identifies that force was used while completing the incident report.</li> </ul>					Discipline

Contract No. 13-11-12685 Jail Management Information System

Major	Required	Yes	Use of Force	<ul style="list-style-type: none"> <li>Staff members involved in the incident will have real time access to forms that are under their charge to fill out during the time of the incident report.</li> </ul>		Tribridge Offender Management Configuration	Discipline	
Major	Required	Yes	Use of Force	<ul style="list-style-type: none"> <li>Use of force forms will have mandatory fields which will prevent a staff member from moving to another page until all mandatory fields have captured data contained within.</li> </ul>		Tribridge Offender Management Configuration	Discipline	
Major	Required	Yes	Visitor and Mail Tracking	<ul style="list-style-type: none"> <li>All visitors shall be registered and assigned a unique identification.</li> </ul>		Tribridge Offender Management Configuration	Visitation	

**Contract No. 13-11-12685 Jail Management Information System**

Major	Required	Yes	Visitor and Mail Tracking	<ul style="list-style-type: none"> <li>Each detainee will only have seven (7) active social visitors who are allowed to visit once per week</li> </ul>		Tribridge Offender Management - Customization	Visitation	
Major	Required	Yes	Visitor and Mail Tracking	<ul style="list-style-type: none"> <li>These potential visitors will have to submit to a criminal background check prior to being granted access to the department.</li> </ul>		Other	Visitation	Have database of approved visitors.
Major	Required	Yes	Visitor and Mail Tracking	<ul style="list-style-type: none"> <li>Only CRW's will be authorized to register social visitors inside of the application.</li> </ul>		Tribridge Offender Management - Configuration	Visitation	
Major	Required	Yes	Visitor and Mail Tracking	<ul style="list-style-type: none"> <li>Security staff will have the ability to register special social, professional, and non-</li> </ul>		Tribridge Offender Management - Configuration	Visitation	



*Contract No. 13-11-12685 Jail Management Information System*

Major	Required	Yes	Visitor and Mail Tracking	<ul style="list-style-type: none"> <li>Application should alert staff if a visitor has been approved to visit more than one detainee. The application should also alert security staff if the visitor attempts to visit either detainee more than the allotted times that have been given.</li> </ul>		Tribridge Offender Management Customization	Visitation	
Major	Required	Yes	Visitor and Mail Tracking	<ul style="list-style-type: none"> <li>Application needs to place "stop order" on approved visitors who have been found to be in violation of departmental policy for a preset period that is consistent with</li> </ul>		Tribridge Offender Management Customization	Visitation	





*Contract No. 13-11-12685 Jail Management Information System*

Major	Required	Yes	Visitor and Mail Tracking	<ul style="list-style-type: none"> <li>The systems visitation function shall track which visitor visited which inmate.</li> </ul>		Tribridge Offender Management Configuration	Visitation	
Major	Required	Yes	Visitor and Mail Tracking	<ul style="list-style-type: none"> <li>The system shall have the ability to track and catalog all mail sent to and received from a detainee, including logging legal and official mail. Reports shall be available on mail sent and received by detainees, including the address of the sender for outgoing mail,</li> </ul>		Tribridge Offender Management Configuration	Property	
Major	Required	Yes	Visitor and Mail Tracking	<ul style="list-style-type: none"> <li>The system will allow comments on individual correspondenc</li> </ul>		Tribridge Offender Management Configuration	Property	

*Contract No. 13-11-12685 Jail Management Information System*

Major	Required	Yes	Visitor and Mail Tracking	e either inbound or outbound mail and <ul style="list-style-type: none"> <li>Requests for visitors will be made through a web front-end database that will be on the Sheriff's website which could auto-populate into the application once the petitioning visitor has been approved by security staff.</li> </ul>		Integration		Visitation	
Major	Required	Yes	Visitor and Mail Tracking	<ul style="list-style-type: none"> <li>The system shall allow investigations staff to flag a detainee for an inbound or outgoing mail hold.</li> </ul>		Tribridge Offender Management Customization		Property	

*Contract No. 13-11-12685 Jail Management Information System*

Major	Required	Yes	Policy	<ul style="list-style-type: none"> <li>Alternative Sentencing requires Inmates at the Boot Camp to be allowed five visitors each and conducted only one time per week.</li> </ul>	Must have the capabilities to adjust the number of visitors allowed per detainees	Tribridge Offender Management Customization	Visitation	
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*Contract No. 13-11-12685 Jail Management Information System*

<b>JMS INTERFACE PHASE 1</b>						
<b>Interface Name</b>	<b>Agency / Company</b>	<b>Directional</b>	<b>Frequency</b>	<b>Currently Exists</b>	<b>Required Phase 1?</b>	<b>Comments</b>
AlphaRoster	Northwestern	Out Going	Batch	Y	Y	Creates an Alphabetical list of Active Inmates to be sent to Northwestern. Occurs Every Night at 4:00 am.
County Jail Population Monthly	Illinois Department of Corrections	Out Going	Monthly Batch	Y	Y	Compiles data for the previous month to be sent to Illinois Department of Corrections (IDOC). Occurs on the 2nd Day of the Month at 12:00am. The data is placed on a form prescribed by the IDOC using an Access Database client. The form is converted to a PDF file and E-Mailed to the IDOC.
Get Image	Internal	NA	Nightly	Y	TBD	Reporting DB - This Job copies data from the production IMACS Server to the SQL243 box for Reporting. This takes the load off the production server as some of the Reports involve massive amounts of data. Occurs every night at 3:00 am Monday through Friday.

*Contract No. 13-11-12685 Jail Management Information System*

HFS Transfer	Illinois Department of Public Aid (IDPA)	Out Going	Monthly Batch	Y	Y	This Job compiles a data file to be sent to the Illinois Department of Public Aid (IDPA). This data is prepared in a precise format and a precise naming convention prescribed by the IDPA. Occurs on the 3rd Friday of every month.
IVR	?	Out Going	4 times / day	Y	Y	This Job compiles data for the automated phone system for the Cook County Department of Corrections automated Inmate Information Line. The data is forwarded to Telephone Administration in a precise format prescribed by them. This occurs every day at 1:00 am, 6:00 am, 12 pm and 6pm. <b>(Securus is phone provider)</b>
SOC Output	Social Security Administration (SSA)	Out Going	Monthly Batch	Y	Y	This Job compiles a data file to send to the Social Security Administration (SSA). This data is prepared in a precise format and a precise naming convention prescribed by the SSA. Occurs on the 5th day of every month.

**Contract No. 13-11-12685 Jail Management Information System**

Web table Update	Internal	NA	34 min	Y	Y	This Job compiles Inmate information to be utilized in the Inmate Locator Website. Occurs every 34 minutes between 6:45 am and 11:59 am every day.
Western Union	Western Union	Out Going	Nightly	Y	Y	This Job compiles a data file with the Booking ID and Inmate Last Name for use by Western Union. Occurs every night at 1:00 am.
Cermak Hospital	Cermak	Out Going	Every 5 minutes - Batch	Y	Y	The JMS provides an AlphaRoster that contains a list of Active Inmates with housing information to better assist Cermak staff to provide healthcare services.

*Contract No. 13-11-12685 Jail Management Information System*

EXHIBIT 3

SCHEDULE OF COMPENSATION

**Summary of Costs**

The implementation project is a fixed fee engagement, inclusive of travel-related expenses.

The implementation fees outlined in detail below are derived from the scope, assumptions, and deliverables as outlined in this document. Any changes to the scope and assumptions will impact the time for completion and the fees. Based on our understanding and assumptions at this point, the cost of this project are outlined below.

**Summary**

Cook County JMS Implementation	Cost
Software	\$167,000
Implementation Services	\$1,750,000
Services Contingency	\$262,500
Expenses	Included
<b>Total Cost</b>	<b>\$2,179,500</b>

**Software**

Required Software	Cost
Microsoft Dynamics CRM (to be provided separately by Microsoft)	N/A
Scribe Enterprise & Year 1 Maintenance	\$95,000
Tribridge Offender Management Solution <sup>(1)</sup>	\$0
Tribridge Offender Management Annual Maintenance Year 1 <sup>(1)</sup>	\$0
Tribridge Offender Management Annual Maintenance Years 2 & 3 <sup>(1)</sup>	\$0
Tribridge Offender Management Annual Maintenance Years 4 & 5 <sup>(1)</sup>	\$36,000/year
<b>Total Software</b>	<b>\$167,000</b>

(1) Tribridge Offender Management will be provided to Cook County Sheriff's Office gratuitously so long as Cook County Sheriff's Office purchases 1,800 seats of Microsoft Dynamics CRM, executes the Microsoft Fee Disclosure Form, and designates Tribridge as its Microsoft Partner of Record. Tribridge has included the first year's annual maintenance (which begins on the date of contract execution) to Cook County, which provides Cook County with access to Tribridge Offender Management enhancements and updates, at no charge. Maintenance does not include implementation or support services (which is outlined separately herein as Post Implementation Support Services). We will provide years two and three at no charge as well (i.e., the first three year). Subsequent years will have a cost of \$36,000 per year. We have included Five total years of Tribridge Offender Management maintenance in our total price. Year one begins upon contract execution. In addition, should Cook County wish to purchase additional years of Tribridge Offender Management maintenance, the cost will be 20% of the total list price of all Tribridge Offender Management licenses annually (the current cost if Cook County maintains 1,800 CRM licenses would be \$36,000).

**Implementation Services**

Implementation Services	MBE Partner	Tribridge	Total Cost
Core Tribridge Offender Management Configuration and Customization	\$290,000	\$740,000	\$1,030,000
Custom Reports and Dashboards	\$37,500	\$37,500	\$75,000
Training	\$50,000	\$10,000	\$60,000
Data Conversion	\$60,000	\$90,000	\$150,000
Integrations	\$135,000	\$145,000	\$280,000
Connection to 3rd Party Products	\$40,000	\$80,000	\$120,000
System Architecture	\$0	\$35,000	\$35,000
<b>Total Implementation Services (1)</b>	<b>\$612,500</b>	<b>\$1,137,500</b>	<b>\$1,750,000</b>
Contingency (15%) – See Below	\$91,875	\$170,625	\$262,500
<b>Total Services &amp; Contingency</b>			<b>\$2,012,500</b>

*(1) Our knowledge of Tribridge Offender Management is unique; it is possible that 35 percent is not feasible and/or practical for either Cook County or Tribridge. As such, we have provided our good faith estimate for our MBE partner and will make every reasonable effort to achieve the County's goal. Per the form outlined above, we will notify Cook County if we determine that we may not be able to leverage 35 percent MBE services and both parties acknowledge that Tribridge will not be penalized in any way for not achieving this objective.*

**Optional Post Implementation Services**

Should Cook County wish to include annual post implementation support services. Post implementation support services refers to consulting services by our team. This is distinctly different than Maintenance, which provides Cook County access to Tribridge Offender Management Dynamics CRM feature/function solution updates. In other words, post implementation services is for consulting services and maintenance is for product updates. We would recommend the following approach to be included. We have not, at this time, included these costs in our summary tables.

Optional Post Implementation Support	Time	Cost
Year 1 – Post Go Live	24 hours/month	\$57,600
Year 2 – Post Go Live	16 hours/month	\$38,400
Year 3 – Post Go Live	16 hours/month	\$38,400
Year 4 – Post Go Live	12 hours/month	\$28,800
Year 5 – Post Go Live	8 hours/month	\$19,200
<b>Optional Total Five Years of Ongoing Support</b>		<b>\$182,400</b>

Cook County and Tribridge will work together at the conclusion of the Go Live to come to a mutually agreeable structure for utilizing the Post Implementation Support hours.

**Contingency**

While Cook County has provided Tribridge with a requirements document, there remain numerous unknown or undefined requirements or specifics of the provided requirements. As such, and as is our normal business process, we have included two major milestones for this project. While we will work with Cook County to determine the mutually agreeable milestone payments, two major milestone payments are currently outlined, including 1) Definition/Design and 2) Build, Test, and Deploy.

As outlined previously in this document, we will have a project checkpoint at the conclusion of the project Definition/Design phase. Once this phase is complete, we will compare the detailed scope and requirements gathered during our Discovery/Design phase with the requirements provided to Tribridge as part of this Statement of Work development (provided in Appendix A). We will confirm that they are consistent and that the remaining cost is not impacted by any inconsistencies. In other words, we will review the requirements to ensure that the scope is consistent and remaining fees are sufficient. Should a discrepancy exist, we will work with Cook County to determine how we either 1) change the scope to align with the original expectations

or 2) adjust the fee structure for the remaining Build, Test, and Deploy phases of the project. Specifically, discrepancies will be treated in one of two ways.

1. **Scope Change:** A change in scope from the requirements provided and outlined in Appendix A. These discrepancies will either result in 1) a change in scope and a resulting change order that will have an additional cost or 2) the removal of any new scope/requirements inconsistent with those included in Appendix A.
2. **New Information:** New information related to requirements provided in Appendix A. These discrepancies will be addressed to confirm priorities and possible alternatives that more closely align with our original expectations. However, should this not be possible, we will use this point to address the remaining fees to compensate for the new information. This will result in a change order that will not exceed 15% of the total project services fees (i.e., the maximum fees based on this scenario will not exceed 115% of the total services fees).

In any event, Tribridge will be paid for completion of the Definition/Design phase of the project at this time.

Phased Implementation Steps	Dollars
Discovery & Design	\$500,000
Build, Test, and Deploy	\$1,250,000
Contingency	\$262,500
<b>Total Services</b>	<b>\$2,012,500</b>

Any change orders will be provided to Cook County at our normal bill rate of \$200 per hour inclusive of out-of-pocket expenses.

We require full payment for software in order to begin the project. Following any upfront payments, billings are performed monthly based upon our yet to be determined mutually agreeable milestones. Please send all payments to the following address:

Tribridge Holdings, LLC  
PO Box 538158  
Atlanta, GA 30353-8158

*Contract No. 13-11-12685 Jail Management Information System*

EXHIBIT 4

EVIDENCE OF INSURANCE



# CERTIFICATE OF LIABILITY INSURANCE

OP ID: CC

DATE (MM/DD/YYYY)  
03/15/13

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> The Horton Group, Inc. - Chgo www.thehortongroup.com 125 S. Wacker Dr. Suite 2000 Chicago, IL 60606 Paul Johnson	<b>312-917-8600</b> <b>312-917-8801</b>	<b>CONTACT NAME:</b> Tammy Trevino <b>PHONE (Inc. Ex.):</b> 312-917-8603 <b>FAX (Inc. Ex.):</b> 312-324-6203 <b>E-MAIL ADDRESS:</b> tammy.trevino@thehortongroup.com <b>PRODUCER CUSTOMER D.E.:</b> TRIBR-1
	<b>INSURED</b> Tribridge Holdings, LLC 4830 W. Kennedy Blvd, Ste 690 Tampa, FL 33609	
<b>INSURER A:</b> The Travelers Indemnity A+ XV <b>INSURER B:</b> St. Paul Fire & Casualty A+ XV <b>INSURER C:</b> Lloyd's of London <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>		<b>INSURER(S) AFFORDING COVERAGE</b> <b>NAIC #</b>

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

LINE	TYPE OF INSURANCE	ADDL. INSR. DESCR. / PROD.	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		ZLP 12893408	03/15/13	03/15/14	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Emp Ben. \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		BA 6284X992	03/15/13	03/15/14	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE \$ <input checked="" type="checkbox"/> RETENTION \$ 10,000					
B			ZLP 12893408	03/15/13	03/15/14	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N (Identify in 199) (If yes, describe under DESCRIPTION OF OPERATIONS below)	N/A	HJUB8C930349	03/15/13	03/15/14	<input checked="" type="checkbox"/> YES/STATE - POLICY/TERRITORY <input type="checkbox"/> OTHER E.A. EACH ACCIDENT \$ 1,000,000 E.A. DISEASE - EA EMPLOYEE \$ 1,000,000 E.A. DISEASE - POLICY LIMIT \$ 1,000,000
C	E & O Security & Privacy		463879	03/15/13	03/15/14	Aggregate \$ 2,000,000 Retention \$ 50,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

<b>CERTIFICATE HOLDER</b>  For information Purposes Only	<b>FOR INFO</b>	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <i>Cathy Lawrence</i>
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ACORD 25 (2009/09)

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EXHIBIT 5

BOARD AUTHORIZATION

POST BOARD AGENDA

APPROVED  
BY THE BOARD OF COOK COUNTY COMMISSIONERS  
MAY 08 2013

**OFFICE OF THE SHERIFF**  
**DEPARTMENT OF CORRECTIONS**

**PROPOSED CONTRACT**

Transmitting a Communication, dated March 29, 2013 from

THOMAS J. DART, Sheriff of Cook County  
by  
ALEXIS A. HERRERA, Chief Financial Officer  
and  
SHANNON E. ANDREWS, Chief Procurement Officer

requesting authorization for the Chief Procurement Officer to enter into and execute Contract No. 13-11-12685 with TriBridge Holdings, LLC, Buffalo, New York, for the purchase of licenses and coding for Offender 360 Jail Management System.

**Reason:** The Sheriff's Office will be procuring services from TriBridge Holdings, LLC, which integrated Offender 360 at the Illinois Department of Corrections, to code, configure and implement their TriBridge Offender Management system. This new system, will among other improvements, allow us greater access and flexibility to the data stored in the system, allowing it to be used for more rapid decision making, population control and inmate welfare. The Offender Management system will also allow us to more easily share information with other law enforcement agencies by working with the Office of the President and other County and State partners to integrate the automated system into each facet of the County Criminal Justice system. By running the same Offender management systems at both the Illinois Department of Corrections and the Sheriff's Office, we will be able to implement greater integration options in the future. The Sheriff's Office and the Illinois Department of Corrections will be entering into an intergovernmental agreement with the goal of sharing data and development.

Estimated Fiscal Impact: \$2,179,500.00. Contract period: Sixty (60) months with two (2) two-year renewal options. (715/239-579 Account).

No lobbying contact was made for this item.