

# Information Systems Advisory Board

## County of Los Angeles



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February 20, 2025

**TO:** Supervisor Holly J. Mitchell, Chair  
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Supervisor Janice Hahn  
Supervisor Kathryn Barger

**FROM:** Thomas Kooy  
Information Systems Advisory Board/Director

**SUBJECT: NOTICE OF INTENT TO EXECUTE WORK ORDER NUMBER E2-253 UNDER THE ENTERPRISE SERVICES MASTER AGREEMENT (ESMA) FOR THE INFORMATION SYSTEMS ADVISORY BOARD (ISAB) – ISAB MDM ENHANCEMENTS PROJECT**

This is to notify the Board of Supervisors (Board) of the Information Systems Advisory Body's (ISAB) intent to request the Internal Services Department (ISD) to execute an Enterprise Services Master Agreement (ESMA) under Work Order (WO) No. E2-253, with Illuminous Enterprises Inc. This WO is estimated to cost \$755,000 to enhance current processes and extend the scope of the existing ISAB Master Data Management (MDM) platform along with its integration with the Countywide MDM. The project also aims to streamline the integration model which will standardize and simplify the onboarding of external systems wanting to integrate with the ISAB MDM.

In accordance with ESMA policies and procedures, prior notice to the Board is required for Work Orders exceeding \$500,000.

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## BACKGROUND

ISAB currently has an existing MDM platform that is available for performing probability-based searches on individuals that have been subjects in the LA County criminal justice system. The platform builds its entire data profile from information fed by Consolidated Criminal History Reporting System (CCHRS).

The ISAB MDM also feeds data profile with a limited set of attributes to a broader MDM platform called the Countywide Master Data Management (CWMDM). Within CWMDM, new master records of persons get generated and are available for other LA County agencies to use.

The ISAB MDM platform is also available for external systems that aim to do searches on persons with criminal history. The search can be performed using service-oriented architecture in the form of Application Programming Interfaces (API). Automated processes for onboarding external integrations need to be developed for rapid implementation of new interfaces.

The ISAB MDM platform has been in production for more than 5 years. Within that time, new business requirements have emerged, and existing ones have changed. This warrants the need to perform enhancements at an enterprise level. Apart from this, the current version of the software has new feature offerings that can be adopted for a more efficient implementation of the solutions.

## SCOPE OF WORK

The contractor shall provide project management and application development services. Work will include the gathering and documenting of requirements; facilitating project management; design, configuration, and implementation of an enhanced ISAB MDM solution together with its integration with the Countywide MDM. The same project will establish an efficient system integration model that will simplify the addition of new integration processes with external systems wanting to consume data from the ISAB MDM.

The technical Scope of Work can be summarized into the following major enhancements:

1. Enhancement of the core ISAB MDM platform.
2. Enhancement of the current ISAB MDM/Countywide MDM Integration.
3. Enhancement of the current API solutions that allow external system to integrate with the ISAB MDM.

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Countywide Criminal Justice Coordination Committee

DEVELOPING ACCESSIBLE & ACCURATE AUTOMATED JUSTICE INFORMATION SYSTEMS

*"To Enrich Lives Through Effective and Caring Service"*

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Additionally, the Scope of Work also covers the following major project management services and support:

1. Business Analysis, Requirements Gathering, and Project Planning
2. System documentation
3. Knowledge Transfer

## **SELECTION PROCESS**

On December 12, 2024, the ESMA Work Order Solicitation E2-253 was released by ISD to 29 qualified contractors on ISD's ESMA Category List Category 2: Project Management and Governance Planning Services . On January 7, 2025, as a result of a competitive solicitation, ISD received proposals from one (1) vendor; Illuminous Enterprise, Inc. The proposal was reviewed for responsiveness and compliance with the minimum requirement criteria stated in the solicitation. The proposal was evaluated by a committee consisting of independent evaluators who determined that Illuminous Enterprise, Inc. has all the necessary skills required for this solicitation and recommends them for award of this Work Order.

## **FINANCIAL IMPACT**

The estimated cost of the ESMA WO is \$755,000. Funding is included in the FY 2024-2025 Final Adopted Budget. There is no additional impact to County cost.

## **JUSTIFICATION**

The Contractor will be providing both project management and software development services to assist ISAB in the enhancement of the existing MDM software and integrations.

When completed, the work performed will provide a more robust MDM software platform and detailed documentation of the system. A proficient data integration processes with new external systems that aim to consume criminal justice information for their proprietary use-cases will be available.

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The Illuminous Enterprises Inc. project team shall work with the ISAB MDM Program Manager and development teams to deliver an enhanced version of its current MDM platform that will advance the entire system to better meet existing and upcoming business requirements.

## **NOTIFICATION OF TIMELINE**

Consistent with ESMA policies and procedures, this is to notify the Board of ISAB's intent to execute ESMA WO No. E2-253 to assist ISAB in the enhancement of their existing MDM platform and integrations. Unless otherwise instructed by your Board, ISD will proceed with the execution of the WO in ten business days.

If you have any questions, you may contact me or your staff may contact the ISAB program manager Eugene Cabrera, at (562) 403-6513 or by email at [ecabrera@isab.lacounty.gov](mailto:ecabrera@isab.lacounty.gov).

c: Chief Executive Office  
County Counsel  
Executive Office, Board of Supervisors  
Chief Information Office  
Internal Services Department