Board of Supervisors

Operations Cluster Agenda Review Meeting

DATE: July 23, 2025
TIME: 2:00 p.m. – 4:00 p.m.
MEETING CHAIR: Michelle Vega, 5th Supervisorial District
CEO MEETING FACILITATOR: Dardy Chen

THIS MEETING IS HELD UNDER THE GUIDELINES OF BOARD POLICY 3.055

To participate in this meeting in-person, the meeting location is:
Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012
Room 374-A

To participate in this meeting virtually, please call teleconference number
1 (323) 776-6996 and enter the following 522268816# or Click here to join the meeting

Teams Meeting ID: 237 250 878 670
Passcode: UoBQAE

For Spanish Interpretation, the Public should send emails within 48 hours in advance of the meeting to ClusterAccommodationRequest@bos.lacounty.gov.

Members of the Public may address the Operations Cluster on any agenda item during General Public Comment.
The meeting chair will determine the amount of time allowed for each item.
THIS TELECONFERENCE WILL BE MUTED FOR ALL CALLERS. PLEASE DIAL *6 TO UNMUTE YOUR PHONE WHEN IT IS YOUR TIME TO SPEAK.

1. CALL TO ORDER

2. GENERAL PUBLIC COMMENT

3. BOARD MOTION ITEM(S):

SD-4

- REPURPOSING THE COUNTY'S EXISTING TORRANCE HEALTH CENTER BUILDING INTO THE "PATHWAY TORRANCE COMMUNITY HEALTH AND WELLNESS CENTER"

4. DISCUSSION ITEM(S):

A) Board Letter:
COUNTYWIDE CLASSIFICATION/COMPENSATION ACTIONS
CEO/CLASS - Jennifer Revuelta, Principal Analyst

B) Board Letter:
ISSUANCE AND SALE OF LOS ANGELES COUNTY PUBLIC WORKS FINANCING AUTHORITY LEASE REVENUE BONDS, 2025 SERIES J
TTC - Heather Usiski, Assistant TTC, Public Finance & Investments Branch and Teresa Gee, Chief Public Finance Officer

C) Board Letter:
APPROVE SOLE SOURCE AMENDMENT NUMBER FIFTEEN TO AGREEMENT NUMBER 74666 WITH N. HARRIS COMPUTER CORPORATION AND SYSCON JUSTICE SYSTEMS, INC. FOR THE MAINTENANCE AND SUPPORT OF THE JAIL INFORMATION MANAGEMENT SYSTEM
LASD/CIO - Tony Liu, Administrative Services Manager II

5. PRESENTATION ITEM(S):

None.

6. ADJOURNMENT

UPCOMING ITEMS FOR JULY 30, 2025:

A) REQUEST TO APPROVE SOLE SOURCE CONTRACT EXTENSION WITH INTERNATIONAL BUSINESS MACHINES FOR ON-GOING SUPPORT OF THE AMERICAN STANDARD CODE FOR INFORMATION INTERCHANGE
DCFS/CIO - Leticia Torres-Ibarra, Administrative Services Division Manager,
Jina Song, Administrative Services Manager,
Patrick Delaney, Senior Information Systems Analyst and
Jerry Fong, Information Technology Manager

IF YOU WOULD LIKE TO EMAIL A COMMENT ON AN ITEM ON THE OPERATIONS CLUSTER AGENDA, PLEASE USE THE FOLLOWING EMAIL AND INCLUDE THE AGENDA NUMBER YOU ARE COMMENTING ON:

OPS_CLUSTER_COMMENTS@CEO.LACOUNTY.GOV

AGN. NO.

MOTION BY SUPERVISOR JANICE HAHN August 5, 2025

Repurposing the County's Existing Torrance Health Center building into the "Pathway Torrance Community Health and Wellness Center"

The County of Los Angeles (County) and the City of Torrance (City) propose to renovate the former Los Angeles County Torrance Health Center located at 2300 West Carson Street in Torrance, California (Property). The Property is a two-story, 11,306 gross square foot building that was originally constructed in 1933 in a Spanish Colonial design and was renovated in 2005-06, but the Property has remained vacant until the present time. The County and City are committed to exploring a partnership to utilize the building to provide community services to residents of the City of Torrance and the surrounding area. The proposed project is known as the Pathway Torrance Community Health and Wellness Center Renovation (Pathway Torrance) and would serve as a hub for community wellness services by establishing a new Wellness Community on site. A broad range of integrated services, including space for administrative offices, community gatherings, engagement, a health clinic, and overall wellness support would be provided.

The proposed Pathway Torrance project, if approved, is anticipated to be completed by December 2026. Upon completion, the County proposes to lease the entire building, comprised of approximately 10,072 net square feet of space, to two tenants, the City and Venice Family Clinic, with a separate lease for each of them.

HOA.105077433.1

	MOTION
SOLIS	_____
MITCHELL	_____
HORVATH	_____
HAHN	_____
BARGER	_____

The City is proposing to lease approximately 2,326 net square feet located on the second floor of the Property for a lease term of 25 years for administrative offices and homeless outreach services. As consideration for occupying the space, the City would pay a below market value rent of $2,500 per month, which would increase annually in accordance with the Consumer Price Index on the lease anniversary date for the remainder of the lease term. Additionally, at its sole cost and expense, the City would be responsible for maintaining its proportionate share of the Property and utilities for its leased space.

Venice Family Clinic, a 501 (c)(3), non-profit, community-based health services provider (VFC) is proposing to operate a health clinic that would serve the public. Venice Family Clinic is proposing to lease approximately 5,021 net square feet on the first floor of the Property for medical office space, counseling rooms, and clinic space for a term of 10 years. As consideration for gratis use of the leased space, VFC would be responsible for paying to the County their proportionate share of operating expenses, maintenance, and utilities.

A shared area of 1,568 square feet of common area space would be divided between the two lessees. Included in the common area space would be a community room, a break room, a lactation room, and restrooms. The basement would contain building utility systems maintained by Los Angeles County and equals an area of 1,157 square feet.

Pursuant to Government Code Section 26227, the Los Angeles County Board of Supervisors has the authority to make available real property not needed for County purposes to public agencies and non-profit entities for the operation of programs which serve public purposes and are necessary to meet the social needs of the population of

the County. Approval of the recommended actions would allow the City to occupy and operate from the second floor of the Property to provide homeless outreach, public safety, and housing services that would complement the City's plan to locate support services for unhoused neighbors. The City has an array of housing and workplace programs. These programs include connecting clients with permanent supportive housing, employment assistance, and facilitating intervention for individuals suffering from mental health issues or placement into mental health facilities for those individuals needing acute mental health assistance, through the Torrance Fire Department's Crisis Mobile Response Team. These services may also be provided at this Property. The lease of the first-floor space to VFC to operate as a health clinic would provide much-needed community-based health services for children and families in the Torrance area.

Los Angeles County Public Works, together with representatives from the City and County's Chief Executive Office (CEO), conducted a site assessment of the former Torrance Health Center building in October 2021 to evaluate potential future re-use of the building. Public Works requested a general facility assessment to review the existing conditions and determine strategies and a rough order of magnitude (ROM) cost estimate to restore the building to functional condition with updated systems and finishes. The assessment found that the exterior brick and wood framing appear to be in sound condition; however, the interior showed evidence of occupation and was in very poor condition. Significant findings on civil, architectural, structural, mechanical, plumbing, and electrical systems would require construction and repair to ensure the building is usable, safe, and welcoming to the community. Upon reviewing these findings, County and City representatives have convened internal scoping meetings and are ready to proceed with the design and construction of this proposed capital renovation project. The

recommended scope of work includes building refurbishment and interior renovations, new roof replacement, upgraded building systems, a new code compliant elevator, upgrades for ADA, repaired sprinkler system, furniture, fixtures and equipment, low voltage systems, security systems and fencing, minor grading, landscaping, signage, new asphalt paving and striping, new painting, new utility service connections, new exterior storage structure and general site improvements.

The preliminary estimate for the project is $17,440,000. The estimated project budget includes plans and specifications, plan checks, consultant services, construction costs, change order contingency, civic art fee allocation and County services. The preliminary activities of the Pathway Torrance are being funded by Project and Facility Development Budget and is subject to reimbursement from the Project's budget. The final project budget and funding sources to fully fund the proposed project will be provided when we return to the Board to seek approval of the project budget, adopt the plans and specifications, award a low-bid construction contract for the proposed repairs, refurbishment, and remodeling of the proposed Pathway Torrance Community Health and Wellness Center Renovation project.

I, THEREFORE MOVE that the Board of Supervisors:

1. Find that the proposed Pathway Torrance project including the related leasing and other actions herein are exempt from the California Environmental Quality Act (CEQA) for the reasons stated herein and in the record of the proposed project. The proposed project is categorically exempt from the provisions of CEQA. The scope of work meets criteria set forth in Sections 15301 (a), (c),(d) , (j) and (h); 15303 (c), (d) and (e); 15304 (a), (b) and (f); Section 15311 (a) and (b) and 15331 of the State CEQA Guidelines; and Classes 1 (c), (d)(h), 3 (b), (g), (k) and (l); 4 (a), (c), (j) and (k); and 11 (e) and (f),

of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G since the project includes minor alteration, repair and leasing of an existing public facility with negligible expansion of use, replacement of features at the site where the replacement will have substantially the same purpose and capacity, minor alteration of land, which does not include removal of healthy, mature, scenic trees, accessory structures and maintenance, repair and rehabilitation of historical resources in a manner consistent with the Secretary of the Interior's Standards for the treatment of Historic Properties. The building is currently listed as a contributor to the Torrance California Survey of Historic Resources Lists and according to the February 12, 2025 Historic Resources Group Secretary of the Interior's Standards Report, the project would preserve and repair any potentially significant features and would not result in a significant impact to a historical resource since it will comply with the Secretary of the Interior's Standards for the Treatment of Historic Properties (Weeks and Grimmer, 1995). In addition, based on the records of the proposed project, it will comply with all applicable regulations, is not located in a sensitive environment, and there are no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste sites compiled pursuant to Government Code Section 65962.5, or indications that the project may cause a substantial adverse change in the significance of a historical resource that would make the exemption inapplicable. Upon the Board's approval of the actions herein, Public Works will file a Notice of Exemption with the Registrar-Recorder/County Clerk and with the State Clearinghouse in the Office of Land Use and Climate Innovation in accordance Section 21152(a) of the California Public Resources Code and will post the Notice to the County's website in accordance with Section 21092.2;

2. Pursuant to Government Code Section 26227, find that the portion of the Property proposed to be leased to City of Torrance and Venice Family Clinic totaling approximately 8,915 net square feet is not required for County purposes;
3. Pursuant to Government Code Section 26227, find that the services to be provided by City of Torrance and Venice Family Clinic are necessary to meet the social needs of the County and its residents and serve public purposes which benefit the County;
4. Authorize the Chief Executive Officer, or her designee, to negotiate lease agreements with the City of Torrance and Venice Family Clinic, to occupy their respective premises at the Property pursuant to the terms and conditions set forth in a lease, which shall include, but not be limited to, the following provisions:
    a. The City of Torrance lease will be for a term of 25 years. The Venice Family Clinic lease will be for a term of 10 years;
    b. City of Torrance will pay $2,500 monthly with said monthly payments increasing annually thereafter for the remaining years of the lease term, in accordance with the Consumer Price Index. Venice Family Clinic's lease will be gratis for their lease term, and they will contribute towards their proportionate share of operating expenses, maintenance, and utilities for the Property; and
    c. Parking shall be provided to employees and staff of both the City of Torrance and Venice Family Clinic on the Property, on the same terms as the County provides parking for County staff and its clients.
5. Authorize the Chief Executive Officer, or her designee, to execute the proposed lease agreements, upon approval as to form by County Counsel;

6. Authorize the Chief Executive Officer, or her designee, to execute other ancillary documentation necessary to implement the proposed lease terms, approved as to form by County Counsel, and to take any other actions necessary and appropriate to effectuate the transactions described in this motion;
7. Establish and approve the proposed Pathway Torrance Community Health and Wellness Center Renovation project, Capital Project No. 8A022 with a current project budget of $11,000,000; and to reimburse the Project and Facility Development budget for the project's pre-development costs. We will return to the Board for budget increase once the funding agreement with the City of Torrance is approved to request budget increase of $6,440,000, bringing the total project budget to $17,440,000;
8. Authorize the Chief Executive Officer, or her designee, to enter into a funding agreement in the amount of $6,440,000, which consists of $5,500,000 from the City's State funding source, AB-179 Budget Act of 2022, and $940,000 from the City's Federal funding source, Department of Housing and Urban Development Community Project Funding, to partially fund the proposed Pathway Torrance project, Capital Project No. 8A022;
9. Approve an appropriation adjustment to transfer $11,000,000 from obligated fund balance Committed for American Rescue Plan-Enabled Capital Programs to proposed Pathway Torrance project, CP No. 8A022 to partially fund the project; and
10. Direct the Director of Public Works, or his designee, to return to the Board and grant delegated authority to adopt the plans and specifications; to award and execute a low-bid construction contract for the proposed Pathway Torrance Project with a responsible contractor with the lowest responsive bid within or less than the estimated cost up to $13,500,000; and to exercise control of the furniture, fixtures, and

equipment, securities, audio/visual allowance(s) or additive alternates, including the authority to reallocate the allowance(s) into the contract sum.

# # #

JH:dg

BOARD LETTER/MEMO
CLUSTER FACT SHEET

☒ Board Letter ☐ Board Memo ☐ Other

CLUSTER AGENDA REVIEW DATE	7/23/2025
BOARD MEETING DATE	8/12/2025
SUPERVISORIAL DISTRICT AFFECTED	☒ All ☐ 1st ☐ 2nd ☐ 3rd ☐ 4th ☐ 5th
DEPARTMENT(S)	CHIEF EXECUTIVE OFFICE
SUBJECT	COUNTYWIDE CLASSIFICATION/COMPENSATION ACTIONS
PROGRAM	
AUTHORIZES DELEGATED AUTHORITY TO DEPT	☐ Yes ☒ No
SOLE SOURCE CONTRACT	☐ Yes ☒ No If Yes, please explain why:
SB 1439 SUPPLEMENTAL DECLARATION FORM REVIEW COMPLETED BY EXEC OFFICE	☐ Yes ☒ No - Not Applicable **If unsure whether a matter is subject to the Levine Act, email your packet to EOLevineAct@bos.lacounty.gov to avoid delays in scheduling your Board Letter.**
DEADLINES/ TIME CONSTRAINTS	
COST & FUNDING	Total cost: $700,000 (all funds) $300,000 (NCC) Funding Source: TERMS (if applicable): Explanation:
PURPOSE OF REQUEST	
BACKGROUND (include internal/external issues that may exist including any related motions)	• Delete one (1) represented classification and one (1) non-represented classification; • Change the salary range of one (1) non-represented classification in the Department of Beaches and Harbors; • Reclassify nine (9) positions in DHS following a Health Services Administration – Cost Reporting and Reimbursement Division Reorganization Study; • Reclassify 26 positions in the Departments of Arts and Culture, Beaches and Harbors, Internal Services, LA County Library, Mental Health, Parks and Recreation, Probation, Public Defender, Public Social Services, and Sheriff; and • Adjust the staffing provision to reflect the addition of 18 positions at LACERA.
EQUITY INDEX OR LENS WAS UTILIZED	☐ Yes ☒ No If Yes, please explain how:
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	☐ Yes ☒ No If Yes, please state which one(s) and explain how:
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: Jennifer Revuelta, Principal Analyst, (213) 974-1783, jrevuelta@ceo.lacounty.gov

CEO August 12, 2025
General Reclass
Board Letter Summary

CEO Classification/Compensation Contact Information:
Alex Evans, Acting Manager, (213) 893-2370, aevans@ceo.lacounty.gov
Jennifer Revuelta, Principal Analyst, (213) 974-1783, jrevuelta@ceo.lacounty.gov

This Board Letter includes:

1. Delete one (1) represented classification and one (1) non-represented classification;
2. Change the salary range of one (1) non-represented classification in the Department of Beaches and Harbors;
3. Reclassify nine (9) positions in DHS following a Health Services Administration – Cost Reporting and Reimbursement Division Reorganization Study;
4. Reclassify 26 positions in the Departments of Arts and Culture, Beaches and Harbors, Internal Services, LA County Library, Mental Health, Parks and Recreation, Probation, Public Defender, Public Social Services, and Sheriff; and
5. Adjust the staffing provision to reflect the addition of 18 positions at LACERA.

BOARD OF SUPERVISORS
Hilda L. Solis, First District
Holly J. Mitchell, Second District
Lindsey P. Horvath, Third District
Janice Hahn, Fourth District
Kathryn Barger, Fifth District

COUNTY OF LOS ANGELES
Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, CA 90012
(213) 973-1101 ceo.lacounty.gov

CHIEF EXECUTIVE OFFICER
Fesia A. Davenport

"To Enrich Lives Through Effective and Caring Service"

August 12, 2025

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

COUNTYWIDE CLASSIFICATION/COMPENSATION ACTIONS
(ALL DISTRICTS) (3 VOTES)

SUBJECT

This letter and accompanying ordinance will update the tables of positions and the departmental staffing provisions by deleting one (1) represented classification and one (1) non-represented classification; changing the salary range of one (1) non-represented classification; reclassifying nine (9) positions in the Department of Health Services (DHS) following a reorganization study; reclassifying 26 positions in various County departments; and adjusting the staffing provision of the Los Angeles County Employees Retirement Association (LACERA).

IT IS RECOMMENDED THAT THE BOARD:

Approve the accompanying ordinance amending Title 6-Salaries, of the County Code to:

1. Delete one (1) represented classification and one (1) non-represented classification;
2. Change the salary range of one (1) non-represented classification in the Department of Beaches and Harbors;
3. Reclassify nine (9) positions in DHS following a Health Services Administration – Cost Reporting and Reimbursement Division Reorganization Study;
4. Reclassify 26 positions in the Departments of Arts and Culture, Beaches and Harbors, Internal Services, LA County Library, Mental Health, Parks and Recreation, Probation, Public Defender, Public Social Services, and Sheriff; and
5. Adjust the staffing provision to reflect the addition of 18 positions at LACERA.

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PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Board of Supervisors (Board) has requested submission of classification and compensation letters on a periodic basis throughout the year to implement recommended actions in a timely manner. Approval will provide the ordinance authority for County departments to implement the classification and compensation changes in this letter.

These recommendations will ensure the proper allocation of positions based upon the duties and responsibilities assigned to these jobs and as performed by the incumbents (Attachments A, B, and C). This is a primary goal of the County's classification and compensation system. These actions are recommended based upon generally accepted professional principles of classification and compensation. Furthermore, these actions are important in addressing departmental operational needs and in maintaining consistency in personnel practices throughout the County. The proper allocation of positions facilitates efficient business operations and can reduce the number of costly personnel-related issues.

Deleted Classifications

In conjunction with our continuing goal of reducing classifications, we are recommending the deletion of one (1) represented classification and one (1) non-represented classification from the Classification Plan (Attachment A). The positions are vacant, the represented classification has been approved for deletion by ERCOM and the affected departments have been informed and concur with this action. This recommendation is consistent with the County's strategy to reduce the number of obsolete classifications.

Salary Adjustment

We are recommending a change in the salary range for one (1) non-represented classification assigned to the Department of Beaches and Harbors. Specifically, we are recommending that the classification of Assistant Division Chief, Beaches and Harbors classification (Item No. 8901), be moved from the Step Pay Plan to the Management Appraisal and Performance Plan (MAPP) to recognize the managerial duties and responsibilities assigned to this classification (Attachment A). This classification reports to the Division Chief, Beaches and Harbors and assists in overseeing the Operational Services Division (OSD) by developing long-term strategies, setting goals, and making decisions that impact OSD. The transition of this classification from Step Pay Plan to MAPP more accurately reflects the duties and responsibilities of this classification.

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DHS – Health Services Administration – Cost Reporting and Reimbursement Division Reorganization

The Department of Health Services is redesigning the staffing model in Health Services Administration Finance Division specifically positions assigned to the Cost Reporting and Reimbursement Section. Due to significant changes in the healthcare industry such as expanding Medi-Cal eligibility, the transition from Medi-Cal revenues from a fee-for-service model to a managed care model, an increase in Medi-Cal patient retention, and an increase in complex reporting requirements. The reorganization of Cost Reporting and Reimbursement operations was prompted to ensure the department can maximize its revenue in the new environment and comply with increasingly complex reporting requirements. The objective of the reorganization request is to centralize the Finance Division's revenue, data, and reporting, which has shifted DHS' financial system from a hospital-specific model to an enterprise-based one. This model will provide appropriate level of staffing, and the redesign will help adapt to changes in the healthcare industry that directly impact the Department of Health Services daily finance operations and overall departmental revenue.

As part of the Health Services Administration Finance Department reorganization, our office reviewed nine (9) positions assigned to the Cost Reporting and Reimbursement Section. Upon finalization of the reclassifications, the positions will be permanently assigned to the Cost Reporting and Reimbursement Section. Therefore, with this Board action, we are recommending reclassification of nine (9) ordinance positions to better align the classification levels of positions assigned to support DHS' Finance Division. (Attachment B)

Reclassifications

There are 26 positions in 10 departments that are being recommended for reclassification (Attachment C). The duties and responsibilities assigned to these positions have changed since the original allocations were made. Therefore, the subject positions would be more appropriately allocated in the recommended classes.

LACERA Ordinance Adjustments

We are recommending approval of adjustments to the staffing provision of LACERA to reflect the addition of LACERA classifications that were established and approved by your Board on April 9, 2024. This includes six (6) Accountant II, LACERA (Item No. 0473) positions; one (1) Accounting Officer, LACERA (Item No. 0470) position; eight (8) Investment Accountant, LACERA (Item No. 0476) positions; one (1) Investment Accounting Officer, LACERA (Item No. 0474) position; and two (2) Senior Investment

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Accountant, LACERA (Item No. 0477) positions. The positions will all be located within LACERA's Financial and Accounting Services Division.

The Accountant II, LACERA positions will perform professional accounting and auditing work in the division and provide guidance to lower-level accounting staff.

The Accounting Officer, LACERA is responsible for planning, assigning, directing, evaluating, and overseeing the work of subordinate financial accounting and reporting staff; supervising cost studies; and managing special projects.

The Investment Accountant, LACERA positions will perform as technical specialists responsible for independently managing and performing highly complex investment/fund accounting assignments in connection with the overall operation of a large-scale investment program, including special accounting projects impacting LACERA's annual financial statements, ensuring compliance with financial statement and all legal/regulatory reporting standards, and preparing reports to LACERA's governing Boards.

The Investment Accounting Officer, LACERA will direct and oversee professional investment and financial accounting functions and supervise professional investment accounting staff as well as administer significant portions of LACERA's Annual Comprehensive Financial Report t and manage special research projects and investment-related data requests.

The Senior Investment Accountant, LACERA positions will supervise and perform the more complex professional investment accounting and financial accounting work including investment information technology applications, coordinating and responding to internal and external auditor's questions regarding the financial statement investment information.

Implementation of Strategic Plan Goals

These recommended actions support the County's Strategic Plan North Star 3 – Realize Tomorrow's Government Today, Focus Area Goal B – Diverse and Inclusive Workforce, Strategy 2 – Fairness and Equity.

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FISCAL IMPACT/FINANCING

If the 18 LACERA positions were filled, the estimated cost for the additional positions is $3,000,000. This could potentially result in future costs to the County in the form of increased employer contribution.

The total cost resulting from the recommended reclassifications and salary adjustment is $700,000 and the net County cost portion is $300,000. Cost increases associated with the recommended actions will be absorbed within the Adopted Budget for each affected department. No additional funding is required.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The County Charter authorizes the establishment and maintenance of "a classification plan and the classification of all positions." This responsibility is further delineated in Civil Service Rule 5.

California Government Code sections 31522.1, 31522.2 and 31522.4, County Employees Retirement Law of 1937, states that retirement system employees are County employees who are to be included in the salary ordinance adopted by the Board. Further, the Constitution and our County Charter provides the Board with the authority to create classifications and set the compensation of County employees.

Appropriate notifications have been made to the impacted employee organizations regarding the recommended classification actions. The accompanying ordinance implementing amendments to Title 6-Salaries of the County Code has been approved as to form by County Counsel.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of these classification and compensation recommendations will enhance the operational effectiveness of the departments through the proper classification and compensation of positions.

Respectfully submitted,

FESIA A. DAVENPORT
Chief Executive Officer

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FAD:JMN
AE:JR:AS:lm

Enclosures

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Human Resources
Affected Departments

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CLASSIFICATION PLAN CHANGES

ATTACHMENT A

REPRESENTED CLASSIFICATION RECOMMENDED FOR DELETION FROM THE CLASSIFICATION PLAN

Item No.	Title
7065	Photocopy Machine Operator II

NON-REPRESENTED CLASSIFICATION RECOMMENDED FOR DELETION FROM THE CLASSIFICATION PLAN

Item No.	Title
2237	Supervising Word Processor

NON-REPRESENTED CLASSIFICATION RECOMMENDED FOR SALARY CHANGE IN THE CLASSIFICATION PLAN

Item No.	Title	Current Salary Schedule and Level		Recommended Salary Schedule and Level	
8901	Assistant Division Chief, Beaches and Harbors	NMO	113H	N23	S9

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DEPARTMENTAL RECLASSIFICATION RECOMMENDATIONS

ATTACHMENT B

DEPARTMENT OF HEALTH SERVICES
HEALTH SERVICES ADMINISTRATION – COST REPORTING AND REIMBURSMENT DIVISION

No of Pos.	Present Classification and Salary	No of Pos.	Classification Findings and Salary
Administration			
4	Fiscal Officer II, HS Item No. 0755A NMO 116L Non-Represented	4	Fiscal Officer II Item No. 0753A NMO 119C Non-Represented
Ambulatory Care Network			
1	Associate Hospital Administrator II Item No. 8075A N23 S12 Non-Represented	1	Chief, Program Reimbursement, HS Item No. 4607A N23 S12 Non-Represented
Harbor Care South			
1	Accounting Officer II Item No. 0657A NMO 103C Represented	1	Senior Accounting Systems Technician Item No. 0666A NMO 106J Non-Represented
Los Angeles General Medical Center			
1	Fiscal Officer I Item No. 0752A NMO 110B Non-Represented	1	Chief, Program Reimbursement, HS Item No. 4607A N23 S12 Non-Represented
1	Senior Health Servs Fiscal Analyst Item No. 0722A NMO 116F Non-Represented	1	Fiscal Officer II Item No. 0753A NMO 119C Non-Represented

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DEPARTMENTAL RECLASSIFICATION RECOMMENDATIONS

ATTACHMENT B

No of Pos.	Present Classification and Salary	No of Pos.	Classification Findings and Salary
Rancho Los Amigos			
1	Senior Health Servs Fiscal Analyst Item No. 0722A NMO 116F Non-Represented	1	Fiscal Officer II Item No. 0753A NMO 119C Non-Represented

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DEPARTMENTAL RECLASSIFICATION RECOMMENDATIONS

ATTACHMENT C

ARTS AND CULTURE

No of Pos.	Present Classification	No of Pos.	Classification Findings
1	Manager, Arts and Culture Item No. 8811A NMO 110E Non-Represented	1	Division Director, Arts and Culture Item No. 8809A N23 S10 Non-Represented
4	Program Associate, Arts and Culture Item No. 8805A NMO 99B Non-Represented	4	Senior Program Associate, Arts and Culture Item No. 8814A NMO 104B Non-Represented

The subject Manager, Arts and Culture position reports to the Chief Deputy Director and is responsible for the administration of the Cross Sector Initiatives Division. The duties include direction and oversight of complex, culturally inclusive, and impactful arts programs and initiatives; implementation and advancement of cross sector policies and Board initiatives; development and coordination of strategic partnerships and collaborations with cultural institutions and community organizations; and management of fiscal and budgetary activities for the Cross Sector Initiatives Division. The duties and responsibilities of the subject position meet the classification criteria for Division Director, Arts and Culture, a class that manages, develops, and administers various specialized arts and culture initiatives and comprehensive programs. Therefore, we recommend upward reallocation of the subject position to Division Director, Arts and Culture.

The four (4) subject Program Associate, Arts and Culture positions report to a Manager, Arts and Culture in the Arts Education and Youth Development Division and are responsible for managing culturally responsive and educational programming for system-impacted youth. The duties include development, evaluation, and assessment of arts education programs; preparation of reports for leadership and stakeholders; administration of program budgets, timelines, and strategic goals; management of solicitations and contracts; and the cultivation of partnerships with schools, agencies, and community groups. The duties and responsibilities of the four (4) subject positions meet the classification criteria for Senior Program Associate, Arts and Culture, a class that leads complex, multi-faceted programs and projects that require significant independence and decision making under broad policy direction. Therefore, we recommend upward reallocation of the four (4) subject positions to Senior Program Associate, Arts and Culture.

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DEPARTMENTAL RECLASSIFICATION RECOMMENDATIONS

ATTACHMENT C

BEACHES AND HARBORS

No of Pos.	Present Classification	No of Pos.	Classification Findings
1	Building Complex Manager II Item No. 6819A NMO 98D Non-Represented	1	Building Crafts Superintendent I Item No. 6679A NMO 116A Non-Represented

The subject Building Complex Manager II (BCM II) position reports to the Division Chief, Beaches and Harbors and is assigned to the Operational Services Division, Facilities Management section. The positions' primary duties and responsibilities include planning, assigning, coordinating, directing, and evaluating the work of positions engaged in the construction, maintenance, alteration, or repair of department facilities. Further, the BCM II manages improvements of beach and marina facilities, reviews construction plans, assesses facilities to identify and report condition deficiencies, inspects County projects during the construction phase, and recommends or initiates programs to update non-compliant facilities. The duties and responsibilities of the subject position meet the classification criteria for Building Crafts Superintendent I (BCS I), as the position will have immediate charge of the alteration, construction, maintenance, and repair programs of a County department or facility. Therefore, we recommend upward reallocation of the subject position to BCS I.

INTERNAL SERVICES

No of Pos.	Present Classification	No of Pos.	Classification Findings
1	Administrative Manager X, ISD Item No. 1078A NMO 116L Non-Represented	1	Administrative Manager XIII, ISD Item No. 1082A N23 S13 Non-Represented
1	Senior Information Systems Support Analyst Item No. 2536A NMO 110F Non-Represented	1	Operating Systems Analyst Item No. 2550A NMO 108C Represented

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INTERNAL SERVICES (CONTINUED)

The subject Administrative Manager X, ISD position will report to the Chief Deputy, Internal Services Department and will serve as the Division Manager over the Executive Division. Duties and responsibilities of the subject position will include assisting and implementing the development of the department's strategic planning; overseeing department wide communications and providing direction to public affairs staff; developing and leading external communications campaigns; and directing, developing, and implementing Countywide initiatives. The duties and responsibilities of the subject position meet the classification criteria for Administrative Manager XIII, ISD. Positions allocated to this class manage and direct the activities of a division within the department and are responsible for a division which contributes to the direction of a service or the overall department such as strategic planning and internal and external stakeholder communications. Therefore, we recommend upward reallocation of the subject position to Administrative Manager XIII, ISD.

The subject Senior Information Systems Support Analyst position is allocated to the IBM/OS Communication Section within the Technology Division of the Shared Services Branch and reports to a Senior Operating Systems Analyst. Duties of the subject position include maintaining complex systems including preparing mainframe software products, renewal packages, installing software tools, performing upgrades on the mainframe, performing system health checks and resolving open tickets. Incumbents in the class of Operating Systems Analyst typically work under the direction of a Senior Operating Systems Analyst. Incumbents in this class maintain complex systems or mainframes hosting critical applications in a high-availability environment. Therefore, we recommend downward reallocation of the subject position to Operating Systems Analyst.

LA COUNTY LIBRARY

No of Pos.	Present Classification	No of Pos.	Classification Findings
1	Head, Marketing and Communications Item No. 1595A NMO 116F Non-Represented	1	Communications Manager (UC) Item No. 1604A N23 R13 Non-Represented

The subject Head, Marketing and Communications position is assigned to the Marketing Unit and reports to a Chief Deputy County Librarian. The subject position is part of the executive management team and directs the department's entire communications and public relations strategies. The subject position manages and directs the planning, development, evaluation, implementation, and administration of a comprehensive and

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LA COUNTY LIBRARY (CONTINUED)

strategic public information and engagement program for a medium County department. The duties and responsibilities of the subject position meet the classification criteria for Communications Manager (UC). Therefore, we recommend upward reallocation of the subject position to Communications Manager (UC).

MENTAL HEALTH

No of Pos.	Present Classification	No of Pos.	Classification Findings
3	Departmental Personnel Assistant Item No. 1842A NMO 83E Represented	3	Senior Departmental Personnel Assistant Item No. 1843A NMO 93B Non-Represented

The subject three (3) Departmental Personnel Assistant positions are assigned to the department's Selections and Recruitment Unit and are responsible for performing duties such as working with departmental management to determine the best way to fill priority vacancies for programs, including vacancies for programs mandated by the Board of Supervisors; streamlining the list management process to make the department's hiring efforts as efficient as possible; analyzing and reviewing requests regarding canvassing for a special skill, or experience or knowledge not tested in the regular exam; and researching and evaluating canvassing criteria for exam bulletins and related documents. The duties and responsibilities of the subject positions meet the classification criteria for Senior Departmental Personnel Assistant, a class which assists technical human resources staff in carrying out the personnel program of a County department and which has responsibility for analyzing personnel problems of varying levels of difficulty under general supervision. Therefore, we recommend upward reallocation of the subject positions to Senior Departmental Personnel Assistant.

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DEPARTMENTAL RECLASSIFICATION RECOMMENDATIONS

ATTACHMENT C

PARKS AND RECREATION

No of Pos.	Present Classification	No of Pos.	Classification Findings
1	Floor Finisher Item No. 6278A F Represented	1	Carpenter Item No. 6257A F Represented
1	Recreation Services Manager Item No. 8800A NMO 95B Represented	1	Regional Recreation Director Item No. 8853A NMO 109A Non-Represented

The subject Floor Finisher position reports to a Carpenter Supervisor and works alongside Carpenters to handle a wide range of carpentry tasks, such as flooring, framing, cabinetry, doors, windows, and structural floor care to provide broad support for maintaining various facilities. In this role, the subject position supports the South Agency's Construction Division in repairing doors and door frames, erecting scaffold, roofs, windows, and window frames; and fabricating, installing, and altering cabinets and furniture. The duties and responsibilities of the subject position meet the classification criteria for Carpenter, a classification responsible for performing journey-level work on new construction, alteration and repair projects by constructing, repairing, and installing building frameworks and structures. Therefore, we recommend upward reallocation of the subject position to Carpenter.

The subject Recreation Services Manager position reports to an Assistant Director, Parks and Recreation and oversees the newly formed Recreation and Community Services Division in the East Agency. In this role, the subject position supports the East, North, and South agencies by managing recreational program curricula and monitoring program outcomes and evaluations of recreational and community programs for these agencies. The duties and responsibilities of the subject position meet the classification criteria for Regional Recreation Director, a classification responsible for directing all park recreation programs of an operational agency. Therefore, we recommend upward reallocation of the subject position to Regional Recreation Director.

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DEPARTMENTAL RECLASSIFICATION RECOMMENDATIONS

ATTACHMENT C

PROBATION – SUPPORT SERVICES

No of Pos.	Present Classification	No of Pos.	Classification Findings
6	Program Analyst, Probation Item No. 8638A NMO 104E Represented	6	Administrative Services Manager I Item No. 1002A NMO 106D Non-Represented
1	Senior Information Systems Analyst Item No. 2593A NMO 112F Non-Represented	1	Information Technology Manager I Item No. 2565A N23 S11 Non-Represented
1	Supervising Payroll Clerk III Item No. 1340A NMVO 92K Represented	1	Supervising Payroll Clerk IV Item No. 1341A NMVO 96D Represented

The subject six (6) Program Analyst, Probation positions are assigned to the Budget Services Unit and report to an Administrative Services Manager II. The subject positions participate in the budget development process, interpret data from different sources to prepare detailed financial forecasting reports and estimated actuals, and conduct extensive and complex analyses of bureau programs, revenues, and contracts to measure performance, determine financial standing of the department, and make recommendations regarding position curtailments, facility closures, Countywide budget proposals, and the impact on the department's operations. The duties and responsibilities of the subject positions meet the classification criteria for Administrative Services Manager I. Therefore, we recommend upward reallocation of the subject positions to Administrative Services Manager I.

The subject Senior Information Systems Analyst position is assigned to the Business Applications and Data Management Division and reports to an Information Technology Manager II. The subject position will plan, organize, manage, and oversee the department's Data Management Section through subordinate information technology supervisors. The subject position will manage positions in the Data Science, Data Engineering and Reporting units with responsibility for analyzing complex data sets to uncover trends and patterns, developing predictive models and machine learning algorithms, supporting departmentwide data-driven decision making based on strategic initiatives, building and maintaining data pipelines and architecture, developing and

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PROBATION – SUPPORT SERVICES (CONTINUED)

maintaining dashboards, reports, and visualizations, and translating raw data into actionable insights for business units. The duties and responsibilities of the subject position meet the classification criteria for Information Technology Manager I. Therefore, we recommend upward reallocation of the subject position to Information Technology Manager I.

The subject Supervising Payroll Clerk III position is assigned to the Payroll Unit and reports to an Administrative Services Manager II. The subject position supervises the department's payroll operations through a subordinate team of Supervising Payroll Clerk I and Payroll Clerk positions who perform the payroll processing for over 4,600 employees. The subject position plans, oversees, and reviews the work of subordinate staff, serves as subject matter expert for the department and subordinate staff, resolves the more complex payroll issues, collaborates with Auditor-Controller and the Department of Human Resources to ensure payroll workflows and protocols are in compliance, and reviews, updates, and implements payroll policies and procedures. The duties and responsibilities of the subject position meet the classification criteria for Supervising Payroll Clerk IV. Therefore, we recommend upward reallocation of the subject position to Supervising Payroll Clerk IV.

PUBLIC DEFENDER

No of Pos.	Present Classification	No of Pos.	Classification Findings
2	Division Chief, Public Defender Item No. 9259A N23 S19 Non-Represented	2	Division Chief, Public Defender (UC) Item No. 9260A N23 R19 Non-Represented

The subject two (2) Division Chief, Public Defender (DCPD) positions report to the Assistant Public Defender (UC) for the Chief of Staff Branch. The subject positions respectively oversee, through Head Deputy Public Defender unit heads, a major division of the Public Defender. The first subject position is responsible for the Training Division, which administers criminal-defense training for PD, Independent Defense Counsel Office, and PD-contracted attorneys, including mandated developmental training; and houses the DNA, Law Enforcement Accountability, and Special Circumstances Units. The second subject position is responsible for the Juvenile Services Division, comprised of East and West Regions, which operates PD's juvenile legal representation and advocacy programs.

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PUBLIC DEFENDER (CONTINUED)

The duties and responsibilities of the subject positions meet the classification criteria for Division Chief, Public Defender (UC), which reports to the Chief Deputy or an Assistant Public Defender (UC) and is distinguished by having administrative and technical responsibility over the operation of one (1) or more major divisions within the Office of the Public Defender, specifically the Juvenile Division, Strategic Communications Division, or Training Division. Positions participate in the development of divisional policies and procedures and make recommendations for their implementation; anticipate emergent and future needs of their respective divisions resulting from new legislation or policy and recommend mitigating measures; coordinate the work activities of the division with the courts and other divisions; consult with stakeholders on matters related to the division; and resolve difficult or controversial legal matters. Therefore, we recommend lateral reallocation of the two (2) subject positions to DCPD (UC).

PUBLIC SOCIAL SERVICES

No of Pos.	Present Classification	No of Pos.	Classification Findings
1	Administrative Services Manager III Item No. 1004A NMO 119C Non-Represented	1	Communications Manager Item No. 1610A N23 S13 Non-Represented

The subject Administrative Services Manager III position will serve as the primary point of contact for all media requests for information and will develop, implement, and manage department-wide public information and media activities; implement communication strategies to address and respond to high-profile communication challenges, including disaster and emergency response; and supervise the department's Public Information Office and staff.

The Administrative Services Manager III classification oversees budget, contracts, and various administrative functions. The duties and responsibilities of the subject position meet the classification criteria for Communications Manager, a class that develops, manages, directs and implements a comprehensive and strategic public information program. Therefore, we recommend the upward reallocation of the subject position to Communications Manager.

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DEPARTMENTAL RECLASSIFICATION RECOMMENDATIONS

ATTACHMENT C

SHERIFF – PATROL CLEARING ACCOUNT

No of Pos.	Present Classification	No of Pos.	Classification Findings
1	Sheriff Station Clerk II Item No. 1133A NMVO 83H Represented	1	Operations Assistant I, Sheriff Item No. 1228A NMO 86K Represented

The subject Sheriff Station Clerk II position is responsible for providing support to the Industry Station. The subject position will maintain and track overtime for station personnel; coordinate the station's contracts, as well as the associated billings; process procurement requests; assist with personnel-related matters; and process and maintain station documents for submission to appropriate offices within the department. The duties and responsibilities meet the classification criteria for Operations Assistant I, Sheriff, a class that assists line operation by providing routine administrative staff support functions. Therefore, we recommend upward reallocation of the subject position to Operations Assistant I, Sheriff.

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ANALYSIS

This ordinance amends Title 6 – Salaries of the Los Angeles County Code by:

- Deleting one employee classification;
- Changing the salary of one employee classification; and
- Adding, deleting, and/or changing certain employee classifications and number of ordinance positions in the departments of Arts and Culture, Beaches and Harbors, Internal Services, LA County Library, Los Angeles County Employees Retirement Association, Mental Health, Parks and Recreation, Probation, Public Defender, Public Social Services, and Sheriff.

DAWYN R. HARRISON
County Counsel

By:
GRAEME E. SHARPE
Senior Deputy County Counsel
Labor & Employment Division

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ORDINANCE NO. _____

An ordinance amending Title 6 – Salaries of the Los Angeles County Code to delete one employee classification; change the salary of one employee classification; and add, delete and/or change certain employee classifications and number of ordinance positions in various departments to implement the findings of classification studies.

The Board of Supervisors of the County of Los Angeles ordains as follows:

SECTION 1. Section 6.28.050 (Tables of Classes of Positions with Salary Schedule and Level) is hereby amended to delete the following class:

ITEM NO.	TITLE	EFFECTIVE DATE	SALARY OR SALARY SCHEDULE AND LEVEL	
~~2237~~	~~SUPERVISING WORD PROCESSOR~~	~~01/01/2021~~	~~NMO~~	~~86K~~
		~~10/01/2022~~	~~NMO~~	~~88K~~
		~~10/01/2023~~	~~NMO~~	~~90A~~
		~~10/01/2024~~	~~NMO~~	~~91C~~

SECTION 2. Section 6.28.050 (Tables of Classes of Positions with Salary Schedule and Level) is hereby amended to change the salary of the following class:

ITEM NO.	TITLE	EFFECTIVE DATE	SALARY OR SALARY SCHEDULE AND LEVEL	
8901	ASSISTANT DIVISION CHIEF,B&H	~~01/01/2021~~	~~NMO~~	~~109D~~
		~~10/01/2022~~	~~NMO~~	~~111D~~
		~~10/01/2023~~	~~NMO~~	~~112F~~
		~~10/01/2024~~	~~NMO~~	~~113H~~
		_____*	N23	S9

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*The Executive Office/Clerk of the Board of Supervisors shall insert the effective date for the salary or salary schedule and level in the space provided for the salary changes made to Section 6.28.050 of the County Code.

SECTION 3. Section 6.36.010 (Department of Arts and Culture) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
8809A	4	5	DIVISION DIRECTOR,ARTS AND CULTURE
8811A	~~7~~	6	MANAGER,ARTS AND CULTURE
8805A	~~5~~	1	PROGRAM ASSOCIATE,ARTS AND CULTURE
8814A	~~15~~	19	SR PROG ASSOCIATE,ARTS AND CULTURE

SECTION 4. Section 6.42.010 (Department of Beaches and Harbors) is hereby amended to delete the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
~~6819A~~	~~1~~	~~BUILDING COMPLEX MANAGER II~~

SECTION 5. Section 6.42.010 (Department of Beaches and Harbors) is hereby amended to add the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
6679A	1	BUILDING CRAFTS SUPERINTENDENT I

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SECTION 6. Section 6.78.010 (Department of Health Services - Administration) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
0753A	~~3~~	7	FISCAL OFFICER II
0755A	~~15~~	11	FISCAL OFFICER II,HS

SECTION 7. Section 6.78.055 (Department of Health Services – Harbor Care South) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
0657A	~~2~~	1	ACCOUNTING OFFICER II
0666A	~~7~~	8	SENIOR ACCOUNTING SYSTEMS TECH

SECTION 8. Section 6.78.060 (Department of Health Services – Los Angeles General Medical Center) is hereby amended to delete the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
~~0722A~~	~~1~~	~~SENIOR HEALTH SERVS FISCAL ANALYST~~

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SECTION 9. Section 6.78.060 (Department of Health Services – Los Angeles General Medical Center) is hereby amended to add the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
4607A	1	CHIEF,PROGRAM REIMBURSEMENT,HS
0753A	1	FISCAL OFFICER II

SECTION 10. Section 6.78.060 (Department of Health Services – Los Angeles General Medical Center) is hereby amended to change the number of ordinance positions for the following class:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
0752A	4	3	FISCAL OFFICER I

SECTION 11. Section 6.78.065 (Department of Health Services – Rancho Los Amigos) is hereby amended to add the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
0753A	1	FISCAL OFFICER II

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SECTION 12. Section 6.78.065 (Department of Health Services – Rancho Los Amigos) is hereby amended to change the number of ordinance positions for the following class:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
0722A	~~2~~	1	SENIOR HEALTH SERVS FISCAL ANALYST

SECTION 13. Section 6.78.090 (Department of Health Services – Ambulatory Care Network) is hereby amended to add the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
4607A	1	CHIEF,PROGRAM REIMBURSEMENT,HS

SECTION 14. Section 6.78.090 (Department of Health Services – Ambulatory Care Network) is hereby amended to change the number of ordinance positions for the following class:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
8075A	~~2~~	1	ASSOCIATE HOSPITAL ADMINISTRATOR II

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SECTION 15. Section 6.81.010 (Internal Services Department) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
1078A	~~15~~	14	ADMINISTRATIVE MANAGER X,ISD
1082A	~~29~~	30	ADMINISTRATIVE MANAGER XIII,ISD
2550A	~~3~~	4	OPERATING SYSTEMS ANALYST
2536A	4	3	SENIOR INFO SYSTEMS SUPPORT ANALYST

SECTION 16. Section 6.86.010 (Department of Mental Health) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
1842A	4	1	DEPARTMENTAL PERSONNEL ASSISTANT
1843A	~~6~~	9	SENIOR DEPARTMENTAL PERSONNEL ASST

SECTION 17. Section 6.94.010 (Department of Parks and Recreation) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
6257A	~~11~~	12	CARPENTER
6278A	~~2~~	1	FLOOR FINISHER
8800A	~~30~~	29	RECREATION SERVICES MANAGER
8853A	~~3~~	4	REGIONAL RECREATION DIRECTOR

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SECTION 18. Section 6.100.010 (Probation Department – Support Services) is hereby amended to delete the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
~~1340A~~	~~1~~	~~SUPERVISING PAYROLL CLERK III~~

SECTION 19. Section 6.100.010 (Probation Department – Support Services) is hereby amended to add the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
1341A	1	SUPERVISING PAYROLL CLERK IV

SECTION 20. Section 6.100.010 (Probation Department – Support Services) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
1002A	~~44~~	50	ADMINISTRATIVE SERVICES MANAGER I
2565A	~~3~~	4	INFORMATION TECHNOLOGY MANAGER I
8638A	~~30~~	24	PROGRAM ANALYST,PROBATION
2593A	~~10~~	9	SENIOR INFORMATION SYSTEMS ANALYST

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SECTION 21. Section 6.104.010 (Public Defender - Administration) is hereby amended to add the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
9260A	2	DIVISION CHIEF,PUBLIC DEFENDER(UC)

SECTION 22. Section 6.104.010 (Public Defender - Administration) is hereby amended to change the number of ordinance positions for the following class:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
9259A	~~3~~	1	DIVISION CHIEF,PUBLIC DEFENDER

SECTION 23. Section 6.106.010 (LA County Library) is hereby amended to delete the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
~~1595A~~	~~1~~	~~HEAD,MARKETING AND COMMUNICATIONS~~

SECTION 24. Section 6.106.010 (LA County Library) is hereby amended to add the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
1604A	1	COMMUNICATIONS MANAGER(UC)

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SECTION 25. Section 6.108.010 (Department of Public Social Services) is hereby amended to add the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
1610A	1	COMMUNICATIONS MANAGER

SECTION 26. Section 6.108.010 (Department of Public Social Services) is hereby amended to change the number of ordinance positions for the following class:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
1003A	~~51~~	50	ADMINISTRATIVE SERVICES MANAGER II

SECTION 27. Section 6.120.018 (Sheriff – Patrol Clearing Account) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
1228A	~~18~~	19	OPERATIONS ASSISTANT I,SHERIFF
1133A	~~291~~	290	SHERIFF STATION CLERK II

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SECTION 28. Section 6.127.010 (Los Angeles County Employees Retirement Association) is hereby amended to add the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
0473A	6	ACCOUNTANT II,LACERA
0470A	1	ACCOUNTING OFFICER,LACERA
0476A	8	INVESTMENT ACCOUNTANT,LACERA
0474A	1	INVESTMENT ACCOUNTING OFFR,LACERA
0477A	2	SR INVESTMENT ACCOUNTANT,LACERA

SECTION 29. Pursuant to Government Code Section 25123(f), this ordinance shall take effect immediately upon final passage.

[GENRECLASSAUG2025ASCEO]

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BOARD LETTER/MEMO
CLUSTER FACT SHEET

☒ Board Letter ☐ Board Memo ☐ Other

CLUSTER AGENDA REVIEW DATE	7/23/2025
BOARD MEETING DATE	8/12/2025
SUPERVISORIAL DISTRICT AFFECTED	☒ All ☐ 1st ☐ 2nd ☐ 3rd ☐ 4th ☐ 5th
DEPARTMENT(S)	Treasurer and Tax Collector
SUBJECT	Issuance and Sale of Los Angeles County Public Works Financing Authority Lease Revenue Bonds, 2025 Series J ("2025 Series J Bonds")
PROGRAM	N/A
AUTHORIZES DELEGATED AUTHORITY TO DEPT	☐ Yes ☒ No
SOLE SOURCE CONTRACT	☐ Yes ☒ No If Yes, please explain why:
SB 1439 SUPPLEMENTAL DECLARATION FORM REVIEW COMPLETED BY EXEC OFFICE	☒ Yes ☐ No – Not Applicable **If unsure whether a matter is subject to the Levine Act, email your packet to EOLevineAct@bos.lacounty.gov to avoid delays in scheduling your Board Letter.**
DEADLINES/ TIME CONSTRAINTS	August 12, 2025
COST & FUNDING	Total cost: Not to exceed $1,200,000,000 Funding source: General Fund TERMS (if applicable): 30 Years (2025-2055) Explanation: The Treasurer and Tax Collector is requesting authorization for the issuance and sale of the 2025 Series J Bonds. The proceeds from the sale of the 2025 Series J Bonds will be used to finance the construction of the Inpatient Tower for the Harbor-UCLA Medical Center Replacement Project, including the repayment of certain outstanding Commercial Paper Notes issued as the initial financing vehicle for the Inpatient Tower, and generate savings in debt service costs by refunding the currently outstanding 2015 Series B Bonds and the 2016 Series D Bonds.
PURPOSE OF REQUEST	Adopt the resolution authorizing the issuance and sale of the 2025 Series J Bonds on a tax-exempt basis with a not to exceed par amount of $1.2 billion to finance construction of the Inpatient Tower for the Harbor-UCLA Medical Center Replacement Project, repay certain outstanding Commercial Paper Notes, and refund the 2015 Series B Bonds and 2016 Series D Bonds; and the execution and delivery of various legal documents required to issue the 2025 Series J Bonds and complete the proposed transaction. Ratify the public hearing related to the issuance of the 2025 Series J Bonds held by the Treasurer on [DATE], in accordance with Section 6586.5 of the California Government Code.
BACKGROUND (include internal/external issues that may exist including any related motions)	The issuance of the 2025 Series J Bonds is expected to generate approximately $[1.210] billion in total proceeds that will be used to finance $[900.0] million of costs in connection with the Inpatient Tower, $[306.0] million to fully refund the 2015 Series B Bonds and 2016 Series D Bonds, and an additional $[4.0] million to pay the costs of issuance for this transaction. Of the $[900.0] million in bond proceeds allocated to the Inpatient Tower, approximately $[220.0] million will be used to refinance outstanding Commercial Paper Notes that were issued as the initial financing vehicle for the Inpatient Tower, with $[880.0] million used to finance the remaining costs for the facility.
EQUITY INDEX OR LENS WAS UTILIZED	☐ Yes ☒ No If Yes, please explain how:
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	☐ Yes ☒ No
DEPARTMENTAL CONTACTS	• Elizabeth Buenrostro Ginsberg, Treasurer and Tax Collector (213) 974-0703, eginsberg@ttc.lacounty.gov • Lisa Proft, Assistant Treasurer and Tax Collector (213) 974-0418, lproft@ttc.lacounty.gov • Heather Usiski, Assistant Treasurer and Tax Collector (213) 220-5040, husiski@ttc.lacounty.gov

COUNTY OF LOS ANGELES
TREASURER AND TAX COLLECTOR

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 437
Los Angeles, California 90012
Telephone: (213) 974-2101 Fax: (213) 626-1812
ttc.lacounty.gov and propertytax.lacounty.gov

ELIZABETH BUENROSTRO GINSBERG
TREASURER AND TAX COLLECTOR

Board of Supervisors

HILDA L. SOLIS
First District

HOLLY J. MITCHELL
Second District

LINDSEY P. HORVATH
Third District

JANICE HAHN
Fourth District

KATHRYN BARGER
Fifth District

August 12, 2025

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

The Honorable Board of Directors
Los Angeles County Public Works Financing Authority
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

ISSUANCE AND SALE OF
LOS ANGELES COUNTY PUBLIC WORKS FINANCING AUTHORITY
LEASE REVENUE BONDS, 2025 SERIES J
(ALL DISTRICTS) (4 VOTES)

SUBJECT

The Treasurer and Tax Collector ("Treasurer") is requesting authorization to issue the Los Angeles County Public Works Financing Authority ("Authority") Lease Revenue Bonds, 2025 Series J (the "2025 Series J Bonds"), in an aggregate principal amount not to exceed $1.2 billion. Proceeds from the sale of the 2025 Series J Bonds will be used to finance the construction of Phase II of the Harbor-UCLA Medical Center Replacement Project, which includes the Inpatient Tower, repay certain outstanding lease revenue obligation commercial paper notes ("Commercial Paper Notes") issued as the initial financing vehicle for the Inpatient Tower, and to refund the Authority's Lease Revenue Bonds, 2015 Series B ("2015 Series B Bonds") and 2016 Series D ("2016 Series D Bonds").

IT IS RECOMMENDED THAT THE BOARD:

1. Adopt the attached Resolution authorizing: a) the issuance and sale of the 2025 Series J Bonds on a tax-exempt basis with a not to exceed par amount of $1.2 billion to finance the construction of the Inpatient Tower for the Harbor-UCLA Medical Center Replacement Project, repay certain outstanding Commercial Paper

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Notes, and refund the 2015 Series B Bonds and 2016 Series D Bonds; and b) the execution and delivery of various legal documents that are required to issue the 2025 Series J Bonds and complete the proposed transaction.

2. Ratify the public hearing related to the issuance of the 2025 Series J Bonds held by the Treasurer on [Date TBD], in accordance with Section 6586.5 of the California Government Code.

IT IS RECOMMENDED THAT THE BOARD, ACTING AS THE BOARD OF DIRECTORS OF THE LOS ANGELES COUNTY PUBLIC WORKS FINANCING AUTHORITY:

1. Adopt the Resolution authorizing: a) the issuance and sale of the 2025 Series J Bonds on a tax-exempt basis with a not to exceed par amount of $1.2 billion to finance construction of the Inpatient Tower for the Harbor-UCLA Medical Center Replacement Project, repay certain outstanding Commercial Paper Notes, and refund the 2015 Series B Bonds and 2016 Series D Bonds; and b) the execution and delivery of various legal documents required to issue the 2025 Series J Bonds and complete the proposed transaction.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the above recommendations will authorize the issuance of the 2025 Series J Bonds, and the execution and delivery of all related documents. The proceeds from the sale of the 2025 Series J Bonds will be used to finance the construction of the Inpatient Tower for the Harbor-UCLA Medical Center Replacement Project, including the repayment of certain outstanding Commercial Paper Notes issued as the initial financing vehicle for the Inpatient Tower, and generate savings in debt service costs by refunding the currently outstanding 2015 Series B Bonds and the 2016 Series D Bonds.

The Inpatient Tower for the new Harbor-UCLA Medical Center is a 465,000- square-foot facility that will include 346 inpatient beds, 36 psychiatric beds, a new psychiatric emergency department, and a permanent rooftop helistop. The new Inpatient Tower is expected to be completed by August 2027.

Implementation of Strategic Plan Goals

The recommended action supports North Star 3: Realize tomorrow's government today; Focus Area Goals – Flexible and Efficient Infrastructure, and Internal Controls and Processes; Strategies – Modernize Infrastructure, and Manage and Maximize County Assets.

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FISCAL IMPACT/FINANCING

Based on current market conditions, the issuance of the 2025 Series J Bonds is expected to generate approximately $[1.210] billion in total proceeds that will be used to finance $[900.0] million of costs in connection with the Inpatient Tower, $[306.0] million to fully refund the 2015 Series B Bonds and 2016 Series D Bonds, and an additional $[4.0] million to pay the costs of issuance for this transaction.

Of the $[900.0] million in bond proceeds allocated to the Inpatient Tower, approximately $[220.0] million will be used to refinance outstanding Commercial Paper Notes that were issued as the initial financing vehicle for the Inpatient Tower, with $[880.0] million used to finance the remaining costs for the new facility.

Based on current market conditions, the refunding of the 2015 Series B Bonds and the 2016 Series D Bonds is expected to generate $[14.1] million of net present value savings, or [4.68] % of the refunded bonds. Should market conditions change and significant savings cannot be achieved, our office will coordinate with the financing team to execute the refunding component when favorable market conditions return.

The Treasurer is recommending that the 2025 Series J Bonds be structured with level debt service payments over a 30-year amortization period. Based on the County's strong credit profile and current market conditions, the proposed structure will result in average annual debt service payments of approximately $[70.1] million, and total debt service of approximately $[2.05] billion over the 30-year term.

The Resolution being presented to your Board requires the 2025 Series J Bonds to be issued at a true interest cost not to exceed 6.0%. Based on current market conditions, the actual borrowing costs should be significantly lower and result in a true interest cost to the County of approximately [4.55] % for the 2025 Series J Bonds. The actual interest cost and debt service payments for the 2025 Series J Bonds, and the savings to the County from the refunding of the 2015 Series B and 2016 Series D Bonds will depend on market conditions at the time of sale.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The 2025 Series J Bonds will be issued pursuant to the Marks-Roos Local Bond Pooling Act of 1985, constituting Section 6584 et seq. of the California Government Code. The County intends to issue the 2025 Series J Bonds through the Authority using a standard lease revenue structure. Under this structure, the County will lease pledged assets to the Authority through a lease agreement, and the Authority will lease the same pledged assets back to the County through a sublease agreement. The 2025 Series J Bonds will be secured by annual base rental payments from the County to the Authority, which are

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subject to annual appropriation by your Board. The base rental payments to pay the annual debt service are allocated to the departments that use the financed assets in proportion to the costs being financed.

The 2025 Series J Bonds will be issued pursuant to the 2015 Master Indenture and Master Lease structure established in February 2015 by and between the County and the Authority in connection with the issuance of the 2015 Series A Bonds. The Master Indenture and Master Lease were first amended in August 2015 in connection with the issuance of the 2015 Series B and Series C Lease Revenue Refunding Bonds (the "2015 Series B and Series C Refunding Bonds"), and subsequently amended in March 2016 to support the issuance of the 2016 Series D Lease Revenue Bonds (the "2016 Series D Bonds"), in August 2019 to support the issuance of the 2019 Series E Lease Revenue Bonds (the "2019 Series E Bonds"), in October 2021 to support the issuance of the 2021 Series F Bonds Lease Revenue Bonds (the "2021 Series F Bonds") and the 2022 Series G Lease Revenue Refunding Bonds (the "2022 Series G Refunding Bonds"), and in September 2024 to support the issuance of the 2024 Series H Lease Revenue Bonds (the "2024 Series H Bonds"). To facilitate the issuance of the 2025 Series J Bonds, the County will execute amendments to the Master Indenture, Master Site Lease and Master Sublease and execute various other financing documents related to the financing.

The amendments to the Master Site Lease and Master Sublease will allow the County to secure the repayment of the 2015 Series A Bonds, 2015 Series B and Series C Refunding Bonds, 2016 Series D Bonds, 2019 Series E Bonds, 2021 Series F Bonds, 2022 Series G Refunding Bonds, and the 2024 Series H Bonds (collectively, the "Prior Bonds"), and the 2025 Series J Bonds. The ten County real estate assets listed below are currently pledged as collateral to secure the repayment of the Prior Bonds under the Master Lease:

- Civic Center Heating & Refrigeration Plant
- Internal Services Department Headquarters
- Manhattan Beach Library
- Zev Yaroslavsky Family Support Center
- Lost Hills Sheriff Station
- LAX Courthouse
- Chatsworth Courthouse
- Michael D. Antonovich Courthouse
- Martin Luther King Jr. Community Hospital
- High Desert Multi-Service Ambulatory Care Center

In order to provide sufficient fair rental value to secure the repayment of the Prior Bonds and the 2025 Series J Bonds, the County intends to pledge the Rancho Los Amigos National Rehabilitation Center as additional collateral under the 2015 Master Lease. Given the relative complexity of a large-scale lease-revenue bond financing, the Treasurer is recommending that the sale of the 2025 Series J Bonds be conducted on a negotiated

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basis. [BofA Securities, Inc.] and [Ramirez & Co., Inc.] were selected from the County's prequalified Underwriter Pool to be the joint senior managing underwriters, with Public Resources Advisory Group appointed as the Municipal Advisor for this transaction. [Stradling, Yocca, Carlson & Rauth LLP] and Hawkins Delafield & Wood LLP serve as Bond Counsel and Disclosure Counsel, respectively.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The issuance and sale of the 2025 Series J Bonds will help finance essential capital projects for the County, which will serve to enhance and facilitate the delivery of vital government services.

Respectfully submitted,

ELIZABETH BUENROSTRO GINSBERG
Treasurer and Tax Collector

EBG:LP:HU:TG:JP:PP:ms

Attachments

c: Chief Executive Officer
Executive Officer, Board of Supervisors
Auditor-Controller
County Counsel
Stradling, Yocca, Carlson & Rauth LLP
Hawkins Delafield & Wood LLP
BofA Securities, Inc.
Ramirez & Co., Inc.

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BOARD LETTER/MEMO
CLUSTER FACT SHEET

☒ Board Letter ☐ Board Memo ☐ Other

CLUSTER AGENDA REVIEW DATE	7/23/2025
BOARD MEETING DATE	8/12/2025
SUPERVISORIAL DISTRICT AFFECTED	☒ All ☐ 1st ☐ 2nd ☐ 3rd ☐ 4th ☐ 5th
DEPARTMENT(S)	Sheriff's
SUBJECT	Approve sole source Amendment No. 15 with Harris/Syscon to extend Agreement No. 74666.
PROGRAM	Jail Information Management System (JIMS)
AUTHORIZES DELEGATED AUTHORITY TO DEPT	☒ Yes ☐ No
SOLE SOURCE CONTRACT	☒ Yes ☐ No If Yes, please explain why: JIMS was customized by Harris/Syscon to meet the needs of the County's jail facilities. Harris/Syscon does not authorize, license, or otherwise certify any third party to maintain, support, and/or modify its proprietary software.
SB 1439 SUPPLEMENTAL DECLARATION FORM REVIEW COMPLETED BY EXEC OFFICE	☒ Yes ☐ No – Not Applicable **If unsure whether a matter is subject to the Levine Act, email your packet to EOLevineAct@bos.lacounty.gov to avoid delays in scheduling your Board Letter.**
DEADLINES/ TIME CONSTRAINTS	The current Agreement expires on August 17, 2025. The extension will be for three years from August 18, 2025 through August 17, 2028.
COST & FUNDING	Total cost: $ 1,068,886.44 — Funding source: Inmate Welfare Fund TERMS (if applicable): A three-year extension to Agreement No. 74666. Explanation:
PURPOSE OF REQUEST	Approval of proposed Amendment No. 15 with Harris/Syscon to provide continued maintenance and support services for JIMS, which supports the Department's custody operations.
BACKGROUND (include internal/external issues that may exist including any related motions)	Continuation of maintenance and support services for JIMS is necessary to allow the Department to complete the implementation of the successor solution known as the Integrated Justice Information System. On March 3, 2025 the Department filed an advance notification to the Board of its intent to enter into negotiations with Harris/Syscon to extend Agreement No. 74666.
EQUITY INDEX OR LENS WAS UTILIZED	☐ Yes ☒ No If Yes, please explain how:
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	☐ Yes ☒ No If Yes, please state which one(s) and explain how:
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: Tony Liu, ASM II, (213) 229-3272, tliu@lasd.org Scott Goodwin, IT Manager III, (562) 345-4149, srgoodwi@lasd.org

August 12, 2025

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

APPROVE SOLE SOURCE AMENDMENT NUMBER FIFTEEN TO AGREEMENT NUMBER 74666 WITH N. HARRIS COMPUTER CORPORATION AND SYSCON JUSTICE SYSTEMS, INC. FOR THE MAINTENANCE AND SUPPORT OF THE JAIL INFORMATION MANAGEMENT SYSTEM (ALL DISTRICTS) (3 VOTES)

CIO RECOMMENDATION: APPROVE (X) APPROVE WITH MODIFICATION ( ) DISAPPROVE ( )

SUBJECT

The Los Angeles County (County) Sheriff's Department (Department) is seeking Board approval and execution of Sole Source Amendment Number Fifteen (Amendment) to Agreement Number 74666 (Agreement) with N. Harris Computer Corporation and Syscon Justice Systems, Inc. (collectively, Syscon) for continued maintenance and support of the Department's Jail Information Management System (JIMS). The current Agreement will expire on August 17, 2025.

IT IS RECOMMENDED THAT THE BOARD:

1. Approve and instruct the Chair of the Board to sign the attached Amendment to the Agreement with Syscon to (1) extend the term of the Agreement for three additional years, from August 18, 2025, through and including August 17, 2028; and (2) increase the Maximum Contract Sum (MCS) by $1,068,886.44 for a total MCS not to exceed $9,482,821.04.

2. Delegate authority to the Sheriff, or his authorized designee, to (1) add and/or update standard County contract provisions as required by the Board; (2) effectuate an assignment of rights or delegation of duties pursuant to the Assignment and Delegation/Mergers or Acquisitions provision, and (3) effect termination of the Agreement, either in whole or in part, by provision of a 30-day advance written notice.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The JIMS is a mission-critical inmate identification, inmate financials, inmate property, inmate housing, and inmate location tracking system application customized by Syscon to meet the specific needs of the County's jail environment. The Department operates JIMS to manage an average daily population of approximately 12,000 inmates.

The commercial off-the-shelf software and customized modules that provide the core functionality for JIMS are proprietary to Syscon. Syscon does not authorize, license, or otherwise certify any third party to maintain, support, and/or modify its proprietary software.

The Department is currently engaged in negotiations with Syscon to finalize a contract for the implementation and maintenance and support of the JIMS replacement system known as the Integrated Jail Information System (IJIS). Given the complexity of replacing the Department's legacy JIMS system, the proposed three-year extension term is needed to allow Syscon to successfully complete the necessary technical assessment, configurations/customizations, data migration, testing, and training included as part of its agile project management approach. When fully implemented, IJIS will consolidate and replace JIMS, the Department's Automated Justice Information System, and various other ancillary systems used in custody operations.

Approval of the proposed Amendment will allow Syscon to continue to provide uninterrupted maintenance and support for JIMS, while the anticipated 30-month implementation of the IJIS is successfully completed.

Background

In Fiscal Year (FY) 2001-02, the Department solicited for commercial off-the-shelf software solution(s) through the County's Internal Services Department (ISD) to update the Department's inmate management system. The Department and ISD then conducted a detailed evaluation of five vendors that responded regarding their products and associated costs. Syscon Justice Systems Ltd. (1) offered the lowest cost product with the best functional and technical fit of all the jail management software vendors that responded, and (2) was the only vendor that offered a complete web-based product. Syscon Justice Systems Ltd. was subsequently selected as the highest-rated vendor.

On December 2, 2003, the Board approved the Agreement between the County and Syscon Justice Systems Ltd. as a Sole Source Agreement. The Department advised the Board of the development of a three-phased implementation plan for JIMS to enhance and integrate various legacy stand-alone systems of the Department's Custody Division. The Agreement has been amended 14 times to, among other things, extend the term of the Agreement, increase contingency funds, memorialize the County's consent to the merger/acquisition of the original contracting entity, and add or revise certain County-mandated provisions.

In 2019, at the direction of the Office of the Chief Information Officer (OCIO), the Department employed Gartner Solutions, Inc. (Gartner) to conduct a Business Process Review (BPR) of the Department's custody operations and provide recommendations. Gartner completed the BPR in late 2021. In 2022, the Department published a Request for Information to research current inmate management solutions from the vendor community. Syscon's latest COTS software was determined to be the best fit for the Department's business needs. Consequently, the Department engaged Syscon to perform a fit/gap analysis to identify gaps in functionality between their latest COTS software and the Department's business capabilities model identified in Gartner's BPR report. The fit/gap analysis was completed in early 2024.

Implementation of Strategic Plan Goals

The recommended actions support the County Strategic Plan's North Star 3: Realize tomorrow's government today; Focus Area Goal F: Flexible and Efficient Infrastructure: Use lessons learned from the recent pandemic to implement flexible and efficient administrative, technological, and physical infrastructures to meet the needs of our constituents; Strategy II. Modernize Infrastructure: Evaluate our current IT infrastructure and capital projects, and address identified needs to replace or modernize legacy/obsolete infrastructure and to leverage technological advancements that increase visibility, accessibility, and ease of use for residents.

FISCAL IMPACT/FINANCING

The cost for the proposed Amendment is $1,068,886.44 for a revised MCS of $9,482,821.04. Maintenance fees will be applied as follows:

Year One Maintenance Fees	$ 339,059.92
Year Two Maintenance Fees	$ 356,012.93
Year Three Maintenance Fees	$ 373,813.59
Total Amendment Cost	$1,068,886.44

The Agreement has been funded through the Inmate Welfare Fund (IWF) for over 15 years. The Department has identified sufficient funding within the IWF for the proposed Amendment in FY 2025-26 and will be included in future years' budgets, as necessary.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On March 3, 2025, pursuant to Board Policy 5.100, the Department provided the Board with advance notification of its intent to enter into negotiations with Syscon to extend the Agreement.

Syscon is in compliance with all Board and Chief Executive Office requirements.

In compliance with Board Policy 6.020, Chief Information Office Board Letter Approval, the OCIO reviewed the information technology (IT) components (management, design, development, acquisition, expansion, or purchase of IT systems and/or related services) of this request and recommends approval. The OCIO determined that the recommended actions do not include any new IT items that would necessitate a formal written CIO Analysis.

County Counsel has reviewed and approved the Amendment as to form.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of these actions will ensure the continued operation of JIMS and enable the Department's Custody Division to perform its legally mandated responsibilities efficiently, accurately, and securely.

CONCLUSION

Upon approval by the Board, please return two adopted copies of this Board letter and two original executed copies of the Amendment to the Department's Contracts Unit.

Sincerely,

ROBERT G. LUNA
SHERIFF

Reviewed by:

PETER LOO
CHIEF INFORMATION OFFICER

RGL:TL:tl
(Fiscal Administration Bureau/Contracts Unit)

c: Board of Supervisors, Justice Deputies
Edward Yen, Executive Officer, Board of Supervisors
Fesia Davenport, Chief Executive Officer
Brian Hoffman, Manager, Chief Executive Office (CEO)
Jocelyn Ventilacion, Principal Analyst, CEO
Anna Petrosyan, Senior Analyst, CEO
Michael Xie, Senior Budget Analyst, CEO
Dawyn R. Harrison, County Counsel
Peter Loo, Chief Information Officer, Office of the Chief Information Officer
Timothy J. Kral, Chief Legal Advisor, Legal Advisory Unit
Cammy C. DuPont, Principal Deputy County Counsel, Legal Advisory Unit
April L. Tardy, Undersheriff
Gerardo J. Pinedo, Assistant Sheriff, CFAO
Paula L. Tokar, Assistant Sheriff Custody Operations
Sergio V. Escobedo, Chief of Staff, Office of the Sheriff
Conrad Meredith, Division Director, Administrative Services Division (ASD)
Tania E. Plunkett, Chief, Custody Services Division (CSD), Specialized Programs
Richard F. Martinez, Assistant Division Director, ASD
David C. Sum, Commander, Technology and Support Division (TSD)
David E. Culver, Bureau Director, Financial Programs Bureau
Tracey Jue, Bureau Director, Fiscal Administration Bureau (FAB)
James C. Peterson, Captain, TSD, Data Systems Bureau (DSB)
Scott R. Goodwin, Information Technology Manager III, DSB
Alex Madera, Assistant Bureau Director, FAB, Contracts Unit (CU)
Oscar R. Butao, Lieutenant, ASD
Lewis N. Lim, Lieutenant, TSD
Edna M. Reyes Sandoval, Principal Information Systems Analyst, DSB
Erica M. Nunes, Sergeant, ASD
Kristine D. Corrales, Deputy, ASD
Tony Liu, Administrative Services Manager II, FAB, CU

AMENDMENT NUMBER FIFTEEN
TO
AGREEMENT No. 74666
FOR A JAIL INFORMATION MANAGEMENT SYSTEM (JIMS)

This Amendment Number Fifteen (hereinafter "Amendment No. 15") is effective as of August 18, 2025 (as further defined below, "Amendment No. 15 Effective Date"), and is entered into by and between the County of Los Angeles (hereinafter "County") and N. Harris Computer Corporation (successor to Syscon Justice Systems Canada Ltd. (formerly Syscon Justice Systems Ltd.)), a corporation organized under the laws of Ontario, Canada ("Harris"), and Syscon Justice Systems, Inc., a corporation organized under the laws of the State of California ("Syscon US") (jointly and severally with Harris, hereinafter "Contractor"), based on the following recitals:

WHEREAS, County and Contractor entered into that certain Agreement No. 74666, dated as of December 2, 2003 (together with all Exhibits, Schedules and Attachments thereto, all as amended from time to time, including without limitation by Amendments Number One through Number Fourteen, all of which are incorporated herein by reference (hereinafter "Agreement")), for a Jail Information Management System (hereinafter "JIMS") for the benefit of County and, more specifically, the Los Angeles County Sheriff's Department (hereinafter the "Department"); and

WHEREAS, Contractor has modified, customized, developed interfaces, and provided other services with respect to certain System Software (as defined in the Agreement), in each case, pursuant to the terms and conditions of the Agreement; and

WHEREAS, Contractor desires to continue performing the required services pursuant to the Agreement; and

WHEREAS, pursuant to this Amendment No. 15, County and Contractor desire to amend the Agreement to extend the Term beyond the current expiration date of August 17, 2025, to continue Maintenance Services (as defined in the Agreement) with respect to the System Software, as further described in, and pursuant to, the terms and conditions of this Amendment No. 15; and

WHEREAS, County and Contractor additionally desire to make further modifications to the Agreement pursuant to Paragraph 7 (Change Orders and Amendments) and as further described in, and pursuant to, the terms and conditions of this Amendment No. 15.

NOW THEREFORE, in consideration of the foregoing recitals, all of which are incorporated as part of this Amendment No. 15, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, County and Contractor hereby agree as follows:

1. Definitions; Paragraph References. Capitalized terms used herein without definition (including, without limitation, in the recitals hereto) have the meanings given to such terms in the Agreement, as amended by this Amendment No. 15. Unless otherwise noted, Paragraph references in this Amendment No. 15 will refer to the body of the Agreement.

2. Amendments to the Body of the Agreement. As of Amendment No. 15 Effective Date, the body of the Agreement is amended as follows:

2.1 Paragraph 2 (Definitions). Amend Paragraph 2 (Definitions) to add or revise certain defined terms in the proper alphabetical and numerical order as follows:

"Amendment No. 15" means that certain Amendment Number Fifteen to this Agreement, dated as of Amendment No. 15 Effective Date, between County and Contractor.

"Amendment No. 15 Effective Date" means August 18, 2025, the date on which Amendment No. 15 became effective in accordance with its terms.

2.2 Paragraph 8 (Term). Delete Paragraph 8 (Term) in its entirety and replace as follows:

8. TERM.

8.1 The term of this Agreement will commence upon the Effective Date and will continue for three years following the Amendment No. 15 Effective Date, unless terminated earlier in whole or in part, as provided in this Agreement (the "Term"). Contractor will notify County Project Manager and County Project Director when the Term is within six months from expiration as provided for in this Paragraph 8.

8.2 The County maintains a database that tracks/monitors Contractor performance history. Information entered into the database may be used for a variety of purposes, including determining whether the County will exercise an Agreement term extension option.

2.3 Paragraph 9.2 (Maximum Contract Sum). Delete Paragraph 9.2 (Maximum Contract Sum) in its entirety and replace as follows:

9.2 Maximum Contract Sum. The "Maximum Contract Sum" under this Agreement shall be the total monetary amount that would be payable by County to Contractor for supplying the System Software and all Work and Pool Dollars under this Agreement for the Term. The Maximum Contract Sum for this Agreement, including applicable Taxes, authorized by County hereunder shall in no event, expressly or by implication exceed $9,482,821.04 and shall be allocated as set forth in Exhibit C (Price and Schedule of Payments) which allocation shall include an itemization of the amount to be paid for, without duplication: (a) Customizations, (b) Interfaces, (c) System Software implementation, (d) Time and Materials Work, (e) Maintenance Services, (f) applicable Taxes, if any, and (g) permissible Out-of-Pocket Expenses. Exhibit C (Price and Schedule of Payments) further shall include an itemization of Pool Dollars and applicable per diem and Hourly Labor Rates. Contractor shall perform and complete all Work required of Contractor by this Agreement in exchange for the amounts to be paid to Contractor as set forth in this Agreement but in any event, not in excess of the Maximum Contract Sum. Contractor acknowledges and agrees that the

Maximum Contract Sum is an all-inclusive, not-to-exceed price, including for time and materials Work, that is an agreed upon assessment of the amount to be paid by County to Contractor in exchange for Contractor delivering to County, and County accepting, within the required delivery schedule the System Software. Contractor further acknowledges that the Specifications set forth in the Statement of Work are functional Specifications and that it is Contractor's risk responsibility to design, achieve and timely delivery the System Software. Notwithstanding any provision of this Agreement to the contrary, Contractor is not obligated to perform Work under Change Orders if Pool Dollars are not available to pay for such Work.

3. Amendments to Exhibits, Attachments and Schedules. As of Amendment No. 15 Effective Date, the Exhibits, Attachments and Schedules to the Agreement are amended or added as follows:

3.1 Exhibit A (Additional Terms and Conditions). Amend Exhibit A (Additional Terms and Conditions) to add the following County-mandated Paragraph:

70. BACKGROUND AND SECURITY INVESTIGATIONS

70.1 Each of Contractor's staff performing services under the Agreement, who is in a designated sensitive position, as determined by County in County's sole discretion, must undergo and pass a background investigation to the satisfaction of County as a condition of beginning and continuing to perform services under the Agreement. Such background investigation must be obtained through fingerprints submitted to the California Department of Justice to include state, local, and federal-level review, which may include, but will not be limited to, criminal conviction information. The fees associated with the background investigation will be at the expense of Contractor, regardless of whether the member of Contractor's staff passes or fails the background investigation.

70.2 The County, in its sole discretion, may immediately deny or terminate facility access to any member of Contractor's staff that does not pass such investigation to the satisfaction of the County or whose background or conduct is incompatible with County facility access.

70.3 These terms will also apply to subcontractors of County contractors.

70.4 Disqualification of any member of Contractor's staff pursuant to this Paragraph 70 will not relieve Contractor of its obligation to complete all work in accordance with the terms and conditions of the Agreement.

3.2 Restated and Amended Exhibit C (Price and Schedule of Payments). Delete Paragraph 20.0 (System Final Acceptance) of Attachment C-2 (Phase 2/Stage 1 Price and Schedule of Payments) to Exhibit C (Price and Schedule of Payments) in its entirety and replace it with revised Paragraph 20.0 (System Final Acceptance) of Attachment C-2 (Phase 2/Stage 1 Price and Schedule of Payments), attached hereto and made a part hereof.

3.3 Restated and Amended Exhibit F (Maintenance and Support). Delete Schedule II (Maintenance Fees Schedule) to Exhibit F (Maintenance and Support) in its entirety and replace it with revised Schedule II (Maintenance Fees Schedule), attached hereto and made a part hereof.

4. No Other Amendments; Effect on Agreement. Except as previously amended and expressly provided in this Amendment No. 15, all other provisions and conditions of the Agreement will remain the same and in full force and effect. As of Amendment No. 15 Effective Date, all references in the Agreement to "this Agreement," "herein," "hereof," and words of similar import will mean and will be references to the Agreement, as amended by this Amendment No. 15.

5. Authority. Contractor and the persons executing this Amendment No. 15 on behalf of Contractor hereby represent and warrant that the persons executing this Amendment No. 15 for Contractor are authorized agents who have actual authority to bind Contractor to each and every item, condition, and obligation of the Agreement and that all requirements of Contractor have been fulfilled to provide such actual authority.

6. Governing Law. This Amendment No. 15 shall be governed by and construed in accordance with the laws of the State of California applicable to agreements made and to be performed within the State.

* * *

IN WITNESS WHEREOF, the County of Los Angeles, by order of its Board of Supervisors, has caused this Amendment No. 15 to be executed on its behalf by the Chair of said Board and attested by the Executive Officer-Clerk of the Board of Supervisors thereof, and Contractor has caused this Amendment No. 15 to be executed on its behalf by its duly authorized officer, effective as of the Amendment No. 15 Effective Date.

COUNTY OF LOS ANGELES

By: _____
Chair, Board of Supervisors

N. HARRIS COMPUTER CORPORATION,
jointly and severally as Contractor

By: _____
Name:
Title:

APPROVED AS TO FORM:
DAWYN R. HARRISON
County Counsel

Cammy C. DuPont

Digitally signed by Cammy C. DuPont
Date: 2025.06.23 06:48:24 -07'00'

By: _____
Cammy C. DuPont
Principal Deputy County Counsel

SYSCON JUSTICE SYSTEMS, INC.,
jointly and severally as Contractor

By: _____
Name:
Title:

20.0 System Final Acceptance (Restated under Amendment Number Fifteen)							
	Total All-in to Phase 2 Stage 1 Final Acceptance		$1,671,876.63	$303,434.09	$192,052.78	$2,167,363.50	
	Pool Dollars - Phase 2 Stage 1 Total					$469,965.47	Restated under Amendment Number Twelve
	Aggregate Maintenance Fees - Year 1					$159,118.08	Paid under Amendment Number Two
	Aggregate Maintenance Fees - Year 2					$159,118.08	Paid under Amendment Number Two
	Aggregate Maintenance Fees - Option Year 1					$177,788.86	Paid under Amendment Number Three
	Aggregate Maintenance Fees - Option Year 2					$189,005.05	Paid under Amendment Number Four
	Aggregate Maintenance Fees - Option Year 3					$198,457.73	Paid under Amendment Number Five
	Amendment Six Maintenance Fees - Year 1					$208,381.00	Paid under Amendment Number Six
	Amendment Six Maintenance Fees - Year 2					$218,800.00	Paid under Amendment Number Six
	Amendment Six Maintenance Fees - Option Year 1					$229,740.00	Paid under Amendment Number Seven
	Amendment Six Maintenance Fees - Option Year 2					$241,227.00	Paid under Amendment Number Eight
	Syscon Change Request No. 14-0021					$365,023.00	Oracle 12c Recompile
	Syscon Change Request No. 16-0271					$92,564.00	Restitution Interface
	Amendment Six Maintenance Fees - Option Year 3					$253,288.00	Paid under Amendment Number Ten
	Amendment Eleven Maintenance Fees - Year 1					$265,952.40	
	Amendment Eleven Maintenance Fees - Year 2					$258,214.32	Restated under Amendment Number Twelve
	Amendment Eleven Maintenance Fees - Year 3					$271,125.03	Restated under Amendment Number Twelve
	Amendment Eleven Maintenance Fees - Option Year 1					$287,392.54	Restated under Amendment Number Twelve
	Amendment Eleven Maintenance Fees - Option Year 2					$304,636.09	Restated under Amendment Number Twelve
	Amendment Eleven Maintenance Fees - Option Year 3					$322,914.25	Restated under Amendment Number Twelve
	Amendment Fifteen Maintenance Fees - Year 1					$339,059.92	
	Amendment Fifteen Maintenance Fees - Year 2					$356,012.93	
	Amendment Fifteen Maintenance Fees - Year 3					$373,813.59	
	Maximum Phase 2 Stage 1 Contract Sum					$7,908,960.84	

III. SYSTEM SOFTWARE MAINTENANCE FEE SCHEDULE

Schedule II. Maintenance Fees Schedule (Restated under Amendment Number Fifteen)

Item #	System Software Module	Year 1 Start: 08/18/2025 End: 08/17/2026	Year 2 Start: 08/18/2026 End: 08/17/2027	Year 3 Start: 08/18/2027 End: 08/17/2028
1	Trust Accounting	$65,797.39	$69,087.26	$72,541.63
2	Property Tracking	$63,919.73	$67,115.72	$70,471.51
3	DELETED			
4	Case Jacket Tracking	$44,487.42	$46,711.80	$49,047.39
5	XML Interface (xTAG)	$22,638.93	$23,770.88	$24,959.42
6	Inmate Information Module: Kernel (includes Housing/Inmate Movements)	$78,052.06	$81,954.66	$86,052.40
7	Trust Accounting Interface	$64,164.39	$67,372.61	$70,741.24
	System Software – Total Annual System Software Maintenance Support Fees*	**$339,059.92**	**$356,012.93**	**$373,813.59**

SOLE SOURCE CHECKLIST

Department Name: Sheriff

☐ New Sole Source Contract

☑ Existing Sole Source Contract Date Sole Source Contract Approved: December 2, 2003

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS **Identify applicable justification and provide documentation for each checked item.**
✔	➢ Only one bona fide source (monopoly) for the service exists; performance and price competition are not available. A monopoly is an "*Exclusive control of the supply of any service in a given market. If more than one source in a given market exists, a monopoly does not exist*."
	➢ Compliance with applicable statutory and/or regulatory provisions.
	➢ Compliance with State and/or federal programmatic requirements.
	➢ Services provided by other public or County-related entities.
	➢ Services are needed to address an emergent or related time-sensitive need.
	➢ The service provider(s) is required under the provisions of a grant or regulatory requirement.
	➢ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider.
	➢ Services are needed during the time period required to complete a solicitation for replacement services; provided services are needed for no more than 12 months from the expiration of an existing contract which has no available option periods.
	➢ Maintenance and support services are needed for an existing solution/system during the time to complete a solicitation for a new replacement solution/ system; provided the services are needed for no more than 24 months from the expiration of an existing maintenance and support contract which has no available option periods.
	➢ Maintenance service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
	➢ It is more cost-effective to obtain services by exercising an option under an existing contract.
	➢ It is in the best economic interest of the County (e.g., significant costs to replace an existing system or infrastructure, administrative cost savings and excessive learning curve for a new service provider, etc.) In such cases, departments must demonstrate due diligence in qualifying the cost-savings or cost-avoidance associated with the best economic interest of the County.

Chief Executive Office Date

QUESTIONNAIRE FOR A SOLE SOURCE AMENDMENT
TO AGREEMENT NUMBER 74666 WITH
N. HARRIS COMPUTER CORPORATION AND SYSCON JUSTICE SYSTEMS, INC.

It is the policy of the County to solicit the maximum number of bids/proposals for a commodity or service from the largest relevant market and to select vendors on a competitive basis.

There are certain acquisitions which, when in the best interest of the County, can only be obtained from a sole source. Sole source acquisitions must be justified in sufficient detail to explain the basis for suspending the usual competitive procurement process.

NOTE: Please refer to Procedure P-3700 of the ISD Purchasing Policies on Procedures Manual.

DOCUMENTATION FOR SOLE SOURCE JUSTIFICATION MUST INCLUDE RESPONSES TO THE FOLLOWING QUESTIONS:

1. **What is being requested?**
   Continued maintenance and support services are being requested of N. Harris Computer Corporation and Syscon Justice Systems, Inc. (Syscon) for the Los Angeles County (County) Sheriff's Department's (Department) mission-critical Jail Information Management System (JIMS).

2. **Why is the product needed – how will it be used?**
   The JIMS software is composed of three major modules: Inmate Trust Accounting, Inmate Property Tracking, and Inmate Case Jacket Tracking. The Trust Accounting module interfaces with other jail and contractor applications such as Jail Health Information System (JHIS), Inmate Trust Deposit System (ITDS), and Inmate Commissary Purchasing System (ICPS). JIMS has been deployed in the Department for over 15 years. Syscon has customized the JIMS application to meet specific business rules for the County's large jail environment.

3. **Is this "brand" of product the only one that meets the user's requirements? If yes, what is unique about the product?**
   Yes. Syscon provided the commercial off-the-shelf (COTS) software to create JIMS. This jail software package was initially selected on a competitive bid basis through the County's Internal Services Department. It provided both the lowest cost as well as the best technical and functional fit of the available COTS jail packages. This software is proprietary to Syscon.

4. **Have other products/vendors been considered? If yes, which products/vendors have been considered and how did they fail to meet the user's requirements?**
   No. Syscon is the only vendor that can provide support for their proprietary software.

5. **Will purchase of this product avoid other costs, e.g. data conversion, etc? Or will it incur additional costs, e.g. training, conversion, etc?**
   Yes. As part of the everyday operations of County jails, JIMS is a mission-critical application. A JIMS failure would affect, at a minimum, six jail software modules (Inmate Trust Accounting, Inmate Property, Inmate Case Jacket, Commissary, Central Housing, and XML Interface) and result in a return to paper processing. The

Department would not have adequate staffing to process the voluminous amount of paperwork in a timely manner. The continued maintenance and support of JIMS will avoid overtime and training costs in the event of a JIMS breakdown.

6. **Is the product proprietary or is it available from various dealers? Have you verified this?**
   The JIMS software is proprietary to Syscon. Syscon neither trains nor allows outside third parties to provide these services to its software.

7. **Reasonableness of Price. Does the County obtain a percentage discount or special discount not available to the private sector?**
   No.

8. **What is the dollar value of existing equipment and the Purchase Order No. for the existing equipment?**
   Not applicable to the maintenance and support of the software.