

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

June 10, 2025

FROM

TRACY REECE, Chief Probation Officer, Probation Department

SUBJECT

Amendment to Contract with Catalis Courts & Land Records, LLC for Case Management System Software Maintenance and Support

RECOMMENDATION(S)

Approve **Amendment No. 1 to Contract No. 24-615** with Catalis Courts & Land Records, LLC for software maintenance, support, and enhancements/programming specific to Probation Department's Caseload Explorer case management system, increasing the contract amount by \$1,010,822, from \$505,114 to a new total amount not to exceed \$1,515,936, and extending the term by two years, for a new total contract period of July 1, 2024 through June 30, 2027.
(Presenter: Tracy Reece, Chief Probation Officer, 387-5692)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Provide for the Safety, Health and Social Service Needs of County Residents.

Pursue County Goals and Objectives by Working with Other Agencies and Stakeholders.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The \$1,010,822 cost of the contract over the term from July 1, 2025 through June 30, 2027 will be funded with Proposition 172 funds and was included in the Probation Department's (Department) 2025-26 recommended budget and will be included in 2026-27 recommended budget.

BACKGROUND INFORMATION

The Department's case management system is Caseload Explorer (CE). CE is the primary database which maintains detailed information on client services and actions of active cases, both in adult and juvenile community corrections and in juvenile detention.

On June 25, 2024 (Item No. 69), the Board of Supervisors approved Contract No. 24-615 with Catalis Courts & Land Records, LLC, in the total amount of \$505,114 for the period of July 1, 2024 through June 30, 2025, with the option to extend the term for four one-year extensions.

Approval of the recommended two-year extension and increase in the not to exceed amount will ensure that the Department continues to receive uninterrupted technical support and the latest software upgrades for CE, for the period of July 1, 2025 through June 30, 2027, with the option to extend for two more years.

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PROCUREMENT

N/A

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Jolena Grider, Deputy County Counsel, 387-5455) on April 29, 2025; Finance (Iliana Rodriguez, Administrative Analyst, 387-4205) on May 15, 2025; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on May 15, 2025.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman

Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 10, 2025



cc: Probation - Villalvazo w/agree
Contractor - c/o Probation w/agree
File - w/agree

CCM 06/23/2025