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STATE PROCUREMENT OFFICE
NOTICE OF AMENDMENT TO EXEMPTION FROM CHAPTER
103D, HRS, CONTRACT

1. TO: Chief Procurement Officer
2. FROM: Dept of Public Safety / Corrections / Inmate Classification
Department/Division/Agency

3. Name of Contractor: Criminal Justice Institute, Inc 4. P.E. Reference No. 05-93-/C/D/B, Amd 5

5. Description of goods, services, or construction:
Consulting services required to assist the Department in enhancing the Inmate Classification system.

6. Scope of work for the contract is revised as follows:
No changes to the scope of work. Amendment is to request a no cost extension in the performance to January 31, 2012. PSD and vendor require additional time to complete the tasks of this contract.
Original Contract Price: \$147,188.00 Amended Contract Price: \$343,406.00

7. Reason: This / These amendment(s) are necessary because:
Refer to attached.

8. Direct questions to: Marc S. Yamamoto *msy* 1/21/11 Phone: 587-1215

Agency shall ensure adherence to applicable administrative and statutory requirements.

9. Pursuant to § 103D-102, HRS, and § 3-120-5, HAR, I certify that the information provided above is, to the best of my knowledge, true and correct

Jodie Masaka-Hirata 1/21/11
Department Head Date

Reserved for SPO Use Only

10. Date Posted: 1/24/2011

11. Submit written objections to this notice of intent to amend a procurement exemption contract within seven calendar days or as otherwise allowed from the above posted date to: Chief Procurement Officer
State Procurement Office
P.O. Box 119
Honolulu, Hawaii 96810-0119

Chief Procurement Officer's Comments:
Approval is granted until January 31, 2012 or when the work is completed, whichever is sooner.

12. APPROVED DISAPPROVED

James J. [Signature] 2/7/2011
Chief Procurement Officer Date

13. P.E. No. 05-93-C1018
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Justification for No Cost Time Extension for PSD Classification Project

The implementation of PSD's new classification system is critical to the current direction of the Department:

1. It will help the Department develop a sound plan for responding to the Governor's direction to bring inmates back to Hawaii from the mainland by enabling us to make sound decisions for appropriately placing returning inmates.
2. It will also provide critical information in dealing with the additional costs of accommodating the increase in our state's population increases.
3. It is serving as a good mechanism for correcting the inefficiencies and errors in Offendertrak, and in particular, addressing some of the issues in the recent Auditor's report where PSD is cited for not updating inmates' release dates.

The Department has faced many obstacles and setbacks, many of them unforeseen, which have thwarted timely progress in completing the classification project. Nevertheless, we have persevered and the new system is functioning at a high level at this time.

We are requesting a no-cost time extension to continue the work we have started. Below are listed the reasons that we have experienced delays. The project is too important and critical to the Department to discontinue it because of the delays.

The Department cannot afford to lose this no-cost extension. The previous classification process is unreliable and is unable to provide the Department with the information it needs to make improvements and sound decision making regarding inmates and other managerial decisions.

Funding and Contracting for Classification Automation

A major delay of about nine months occurred while the Department identified funds and eventually achieved a contract with Motorola to automate the new classification system according to the functional specifications that had been developed by the Department and its consultants. This was an unanticipated delay on the part of this contract progress.

Development of the Automation

Because the inmate management system, Offendertrak, is being shelved by Motorola in favor of a new inmate management product, and because Offendertrak does not include a classification module, the only solution offered to the PSD was to develop dhtml documents to reside on Offendertrak; therefore standard functionality would not be available, but the dhtml documents were affordable and therefore accepted as the method of automating the new classification system. Hawaii's functional specifications had to be translated into the dhtml method of automation.

Development of the dhtml documents has required much more time than anticipated because:

- The functional specifications provided to Motorola were designed for conventional application development and not easily translatable to dhtml development.
- The Motorola subcontractor hired by Motorola to develop the dhtml documents had to gain a broader understanding of the Offendertrak database and a basic understanding of correctional classification processes.
- A number of complex tables had to be constructed to accommodate the documents'

construction.

- Two months of unanticipated deliberation and coding and testing transpired.

Implementation of the dhtml Documents

The project initially suffered delays in training and implementation due to glitches in the system and loss of momentum due to staff furloughs. It continues to require unanticipated intensive training for staff.

The Department was also faced with the internal problem of inaccuracies in the information in Offendertrak populating onto the classification instruments. This is an ongoing issue for which the Department continues to work on.

On the day that the dhtml documents went into production, the dhtml documents failed to perform as expected due to technical issues that had not been anticipated by the developer. Implementation had to be delayed until the situation was fixed. Over the next three weeks, issue after issue had to be addressed, contributing to cumulative delays.

Work Going Forward

In order to fully implement all functions of the classification system, Offendertrak needs to be upgraded from an outdated version that we are currently using to version 6.4.1, which is tentatively scheduled to be in production during the week of February 28, 2011. As such, the Department will need time to test the 4 classification instruments on the upgraded version. This testing period should be for approximately two weeks.

The Department with the consultant needs to develop and implement an audit process to ensure that the classification system is being properly implemented with regard to automation and accuracy.

The Department will proceed to task 2 of the project, which involves creating html documents that interface the classification instruments with an inmate's needs and treatment assessments, reentry plans. An inmate's needs and requirements will be matched with appropriate facility housing and available program assignments. The implementation of an automated case management system will help the department to distribute and deliver appropriate services according to priorities of the department in a more cost effective manner.

