



Judicial Council of California

455 Golden Gate Avenue · San Francisco, California 94102-3688

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REPORT TO THE JUDICIAL COUNCIL

For business meeting on: August 22, 2014

Title	Agenda Item Type
Judicial Branch Administration: Council Oversight of Judicial Council Contracts	Action Required
Rules, Forms, Standards, or Statutes Affected	Effective Date
n/a	August 22, 2014
Recommended by	Date of Report
Advisory Committee on Financial Accountability and Efficiency for the Judicial Branch Hon. Richard D. Huffman, Chair	August 13, 2014
	Contact
	John.Judnick@jud.ca.gov

Executive Summary

The Advisory Committee on Financial Accountability and Efficiency for the Judicial Branch (A&E Committee) performed a review of contracts of the Judicial Council (formerly the Administrative Office of the Courts) in accordance with its oversight duty approved by the Judicial Council at its August 23, 2013 meeting. The A&E Committee decided to review consulting contracts in this review and judgementally selected sixteen contracts. At a two day meeting in March 2014 committee members presented their review of ten contracts. The A&E Committee's review noted that the contracts reviewed generally met the established criteria to ensure that the contracts are in support of judicial branch policy, were for financial and efficient purposes, benefited the judicial branch and while administered by the Judicial Council were mainly of benefit to other judicial branch entities, and had very few issues raised as concerns by the A&E Committee.

Recommendations

The A&E Committee recommends that the Judicial Council accept the report of the A&E Committee entitled *First Semi-annual AOC Contract Oversight Review* (Report). The Report is

attached. The A&E also recommends based on recommendation 1.b. below that the Judicial Council approve the following policy:

All judicial branch entities should utilize master agreements and leveraged procurement agreements to the greatest extent possible where feasible and practical to achieve the maximum cost savings possible.

The A&E review of the contracts resulted in three recommendations in its report that the Judicial Council staff should consider:

1. Leveraged Procurement Agreements (LPAS)

- a. For the purpose of furthering statewide efficiency and potential cost savings in time and money, courts should continuously review the listing of master agreements and LPAs. It was recommended that one listing of these agreements be compiled and periodically a notice sent to the superior courts alerting them to updates and changes.
- b. Also, a policy consideration might encompass the requirement to utilize master agreements and LPAs to the greatest extent possible where feasible and practical.

2. Long Term Consultants

It is recommended that a continuous review of consultants who have been contracted with for long periods of time be done to justify their retention and the feasibility of alternative solutions and employment considerations be done.

3. Use of Consultants in Information Systems Work

Management has indicated that information systems consultants have been identified who have been working at the Judicial Council for long time in specialized technical work. Conversion to Judicial Council employee status has been discussed with them. There are various factors that influence the ability of the Judicial Council to convert these individuals including budget constraints of the Judicial Council and the Information Technology Services Office, position classification salary range constraints, and resource and expertise limitations. Consistent with the previous recommendation, the Judicial Council should justify the consultant use and retention, and the feasibility of alternative solutions and employment considerations be done.

The Judicial Council has been informed of the three recommendations above and has taken the following actions:

1. LPAs. Initiated a routine updating the master agreements and LPAs with the intent of placing a new consolidated listing in Serranus each time an update occurs. A notice to all interested parties will go out when an update occurs.
2. A review of long term consultant contracts is being performed and documentation will be prepared and presented to the Executive Office to review the justification of the retention of the consultant or other alternative solutions and employment considerations.
3. In concert with the response to recommendation 2, the Information Technology Services Office has provided input to the external consultant performing the classification and compensation review of the Judicial Council staff and will await the results of that review.

Previous Council Actions

At the Judicial Council's meeting on August 23, 2013 the council approved the recommendations of the A&E Committee concerning Judicial Council contract oversight by the A&E Committee with respect to 1) review and reporting, 2) review criteria, 3) exclusions from the Committee's review, and 4) audits. The A&E Committee has now performed its first semi-annual oversight review of the Judicial Council contracting process and contracts. The A&E Committee performs these reviews to determine if Judicial Council contracts meet established criteria to ensure that the contracts are in support of judicial branch policy. The review by the A&E Committee was not to evaluate compliance with the *Judicial Branch Contracting Manual*.

The Judicial Council also is required to submit semi-annual reports to the Joint Legislative Budget Committee and the State Auditor pursuant to Public Contract Code (PCC) section 19209. The reports include a list of all vendors that receive a payment from judicial branch entities (Supreme Court, Courts of Appeal, superior courts, Habeas Corpus Resource Center, and Judicial Council). PCC 19209 also requires the Judicial Council to submit additional information on each distinct contract between a vendor and a judicial branch entity, but only if more than one payment was made under the distinct contract during the reporting period. Additionally, the report lists all judicial branch entity contracts that were amended during the reporting period.

Rationale for Recommendations

The Judicial Council is responsible for overseeing Judicial Council contracting activities in a manner consistent with the council's statutory responsibilities under the California Judicial Branch Contract Law and to enhance financial accountability and efficiency associated with Judicial Council contracts. The Judicial Council's Executive and Planning Committee (E&P) requested the A&E Committee to make recommendations, through E&P, regarding appropriate council oversight of Judicial Council contracts that are not addressed by the Court Facilities Advisory Committee and the Court Facility Modification Advisory Committee.

E&P made its request to the A&E Committee shortly after provisions of the California Judicial Branch Contract Law became applicable to contracts entered into or amended by judicial branch entities. That law assigns specific oversight responsibilities to the council by requiring the council to adopt and publish the *Judicial Branch Contracting Manual* incorporating policies and procedures that must be followed by all covered judicial branch entities. (Pub. Contr. Code, § 19206) The law also requires the Judicial Council twice a year to provide reports to the Joint Legislative Budget Committee and the State Auditor with information about contracts entered into by judicial branch entities and payments to contractors. (Pub. Contr. Code, § 19290) These statutory responsibilities help inform recommendations about the council's oversight role.

The recommendations made by the A&E Committee contribute to the oversight responsibilities of the Judicial Council.

Comments, Alternatives Considered, and Policy Implications

A&E Committee Comments

The A&E Committee reviewed the detail of Judicial Council contracts provided in order to determine what contracts or contract types to review. The Judicial Council's contracts as previously reported to the Judicial Council only represent approximately 5% of the total contracts administered by it and the Report of the A&E Committee provides a summary of contracts in the Judicial Council's Oracle Financial System in total, by judicial branch entity, and by the Judicial Council. It was decided by the committee that Judicial Council consultant contracts would be selected for the first semi-annual review. In the table below are 120 total Judicial Council consultant contracts with amounts not billed of approximately \$16 million as of the September 19, 2013 report extract used for review/data analysis. Of this total there are 8 contracts for approximately \$100,000 excluded from review as they are construction related and expressly excluded by the guidelines. (See yellow highlighted categories in the table below.)

JUDICIAL COUNCIL OF CALIFORNIA / ADMINISTRATIVE OFFICE OF THE COURTS							
AOC ACTIVE CONTRACTS -- SEPTEMBER 19, 2013							
CONSULTANT CONTRACTS BY OBJECT CODE							
Object Code	Object Code Description	# of Contracts	Encumbered Amount	Billed Amount	Amount Not Billed	Percentage	
						Encum. To Total	Not Billed to Total
0404	Consultants-Administrative	4	10,316,643.39	8,808,649.27	1,507,994.12	5.5%	9.2%
0405	Consultants-Architectural	2	869,131.53	774,877.83	94,253.70	0.5%	0.6%
0407	Consultants-Information Systems	71	159,776,690.44	146,456,525.16	13,320,165.28	84.4%	81.1%
0408	Consultants-Edit and Research	2	111,922.00	15,595.00	96,327.00	0.1%	0.6%
0409	Consultants-Speakers	5	7,750.00	750.00	7,000.00	0.0%	0.0%
0416	Consultants-HR	3	356,288.76	99,349.29	256,939.47	0.2%	1.6%
0417	Consultants-Other	24	5,547,138.58	4,397,092.15	1,150,046.43	2.9%	7.0%
0418	Consultants-Real Estate Services	6	1,274,805.15	1,273,705.15	1,100.00	0.7%	0.0%
0743	Trial Courts - Consultants-IT	2	10,955,302.15	10,955,302.17	(0.02)	5.8%	0.0%
0745	Trial Courts - Consultants - Other	1	40,000.00	40,000.00	-	0.0%	0.0%
		120	189,255,672.00	172,821,846.02	16,433,825.98	100%	100%

There were sixteen consultant contracts selected for review by the A&E Committee with a Judicial Council office distribution:

Center For Families, Children & the Courts	5
Information Technology Services	4
Court Operations Special Services	2
Legal Services	2
Trial Court Accounting Services	1
Human Resource Services	1
Fiscal Services	1

In a two day in-person session of the A&E Committee on March 6 and 7 2014 the committee met to discuss the contracts selected for review. Ten contracts were presented and the results and recommendations that resulted from the A&E Committee’s review are discussed in this report. The review of the remaining contracts will be reported subsequently. The ten contracts reviewed were:

All Star Consulting
Coloserve
EDP Management
EPI-Use America, Inc.
Haven Falls Motion Picture
Juvenile Law Society
Northwest Professionals
Mono Group, Inc.
Prometric, Inc.
Texas Lawyers For Children

Implementation Requirements, Costs, and Operational Impacts

There are minimal, if any, implementation requirements, costs, or operational impacts.

Relevant Strategic Plan Goals and Operational Plan Objectives

The recommendations contained in this report pertain to the activities related to Goal II, Independence and Accountability—in particular Goal II.B.4—by helping to “[e]stablish fiscal and operational accountability standards for the judicial branch to ensure the achievement of and adherence to these standards.” Additionally, the recommendations fulfill several of the objectives of the operational plan related to Goal II because they pertains to the requirement that the branch “maintain the highest standards of accountability for its use of public resources and adherence to its statutory and constitutional mandates.”

Attachment

1. *Report of the Advisory Committee on Financial Accountability and Efficiency for the Judicial Branch: First Semi-annual AOC Contract Oversight Review*

Report of the Advisory Committee on Financial Accountability and Efficiency for the Judicial Branch First Semi-annual AOC Contract Oversight Review

EXECUTIVE SUMMARY

Overview of Review Results

The Advisory Committee on Financial Accountability and Efficiency for the Judicial Branch (A&E Committee) performed a review of contracts of the Administrative Office of the Courts in accordance with its oversight duty approved by the Judicial Council at its August 23, 2013 meeting. The A&E Committee decided to review consulting contracts and judgementally selected sixteen contracts to review. At a two day meeting in March 2014 committee members presented their review of ten contracts. The A&E Committee's review noted that the contracts reviewed:

- generally met established criteria to ensure that the contracts are in support of judicial branch policy;
- were for financial and efficient purposes;
- benefited the judicial branch and while administered by the AOC were mainly of benefit to other judicial branch entities; and
- had very few issues raised as concerns by the A&E Committee.

Background and Details

At the Judicial Council's meeting on August 23, 2013 the council approved the recommendations (Appendix A) of the A&E Committee concerning AOC contract oversight with respect to 1) review and reporting, 2) review criteria, 3) exclusions from the Committee's review, and 4) audits. The A&E Committee performed its first semi-annual oversight review of the Administrative Office of the Courts (AOC) contracting process and contracts. The A&E Committee performs these reviews to determine if AOC contracts meet established criteria to ensure that the contracts are in support of judicial branch policy. The review by the A&E Committee was not to evaluate compliance with the Judicial Branch Contracting Manual.

Based on the approved recommendations, the A&E Committee reviewed the detail of AOC contracts provided to in order to determine what contracts or contract types to review. The AOC's contracts as previously reported to the Judicial Council only represent approximately 5% of the total contracts administered by the Judicial Council/Administrative Office of the Courts and Appendix B to this report provides a summary of contracts in the AOC's Oracle Financial System in total, by judicial branch entity, and by AOC Office. It was decided by the committee that AOC consultant contracts would be selected for the first semi-annual review. There are 120 total AOC consultant contracts with amounts not billed of approximately \$16 million as of the September 19, 2013 report extract used for review/data analysis. Of this total there are 8 contracts for approximately \$100,000 excluded from review as they are construction related and expressly excluded by the guidelines.

There were sixteen consultant contracts selected with an AOC office distribution:

Center For Families, Children & the Courts	5
Information Technology Services	4
Court Operations Special Services	2
Legal Services	2
Trial Court Accounting Services	1
Human Resource Services	1
Fiscal Services	1

In a two day in-person session of the A&E Committee on March 6 and 7, 2014 the committee met to discuss the contracts selected for review. Ten contracts were presented and the results are discussed in this report. The review of the remaining contracts will be reported subsequently. In general the A&E Committee's review indicated that the contracts reviewed generally met the established criteria to ensure that the contracts are in support of judicial branch policy. Additionally, the committee members felt that the contracts generally have:

- financial and efficiency purposes that were demonstrated;
- benefited the judicial branch but in particular while administered by the AOC were mainly benefiting other judicial branch entities; and
- had very few issues raised as concerns upon review.

The A&E Committee in reviewing the contracting process identified a robust process that involved multiple offices and units of the AOC, and numerous individuals and committees (one example is the Workers Compensation Committee) that performed oversight and reviews of the programs and contracts on an on-going basis. Many of these committees have individuals who are not AOC employees (justices, judges, and court executive officers) and therefore represent an independent function in the process.

The A&E Committee did not identify any trends or significant issues that arose during its review but it did identify a few areas where it believed it should make recommendations for consideration of AOC management.

1. Leveraged Procurement Agreements

For the purpose of furthering statewide efficiency and potential cost savings in time and money, courts should continuously review the listing of master agreements and LPAs. It was recommended that one listing of these agreements be compiled and periodically send a notice to the superior courts alerting them to updates and changes. Also, a policy consideration might encompass the requirement to utilize master agreements and LPAs to the greatest extent possible where feasible and practical for superior courts.

2. Long Term Consultants

It is recommended that the AOC develop a process to review the use of long-term consultants to confirm the need to contract for their services for a long-term and also evaluate the feasibility of alternative solutions, including employing the consultants as regular employees. It is important to note that consultants are sometimes paid by grants and so hiring employees, even if possible, has on-going funding implications.

3. Use of consultants in information systems work

AOC management has indicated that information systems consultants have been identified who have been working at the AOC for long time in specialized technical work. Conversion to AOC employee status has been discussed with them. There are various factors that influence the ability of the AOC to convert these individuals including budget constraints of the AOC and the Information Technology Services Office, position classification salary range constraints, and resource and expertise limitations. Consistent with the previous recommendation the AOC should justify the consultant use and retention, and the feasibility of alternative solutions and employment considerations be done.

Other items noted by the A&E Committee were:

1. New AOC contracts in excess of \$1 million between July 1, 2013 and December 31, 2013 as reported to the State Auditor are listed in Appendix C. The contracts were identified as regular and reoccurring (except for one contract) and not subject to review based on the committee's review criteria. The exception was the case management contract for San Luis Obispo Superior Court which was reviewed and approved by the Judicial Council.
2. There were no contract reviews specifically requested by the Judicial Council or the Executive & Planning Committee of the Judicial Council.
3. There were no existing contracts which AOC management was aware of that had a significant change or amendment in amount, term, purpose, or nature.
4. Aside from the December 2013 Judicial Council approved change in the Judicial Branch Contracting Manual, there were no other significant changes, trends, or issues in the AOC contracting practices since July 1, 2013.

The report sections that follow are:

- 1. GENERAL CONTRACT SELECTION PROCESS**
- 2. GENERAL CONTRACT REVIEW PROCESS**
- 3. CONTRACT REVIEW PRESENTATION SUMMARY**
- 4. RECOMMENDATIONS**

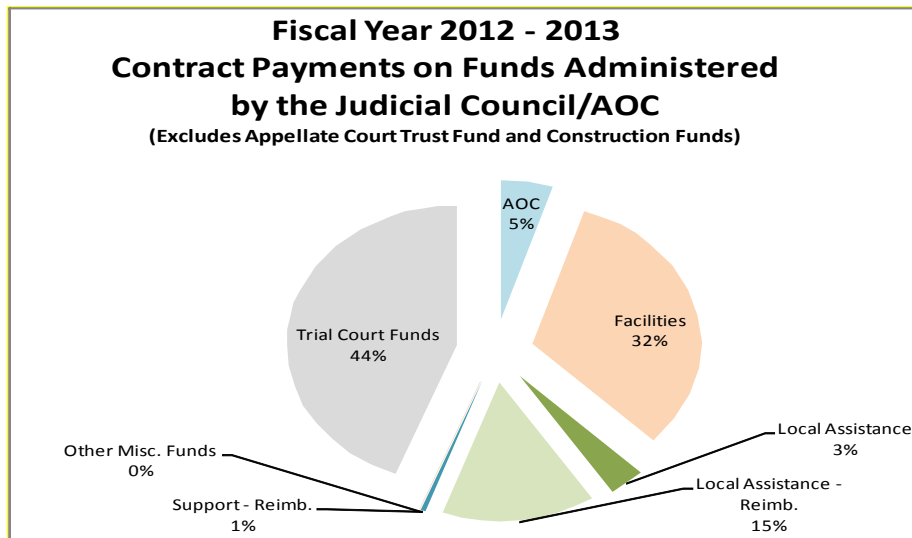
APPENDICES

- A. Judicial Council Approved AOC Contract Review Duties
- B. Oracle Contract Statistics

- C. AOC Contracts Over \$1 Million Noticed to the California State Auditor
- D. AOC Active Contracts – September 19, 2013, Consultant Contracts By Vendor
- E. Contract Review Procedures and Form Templates
 - Procedures for the Committee’s Semiannual Review of AOC Contracts
 - Contract Review Procedures Checklist
 - Contract Review Observations, Comments, and Concerns

1. GENERAL CONTRACT SELECTION PROCESS

The A&E Committee reviewed the detail of AOC contracts provided to in order to determine what contracts or contract types to review. As shown in the table below, the AOC only represents approximately 5% of the total contracts administered by the Judicial Council/Administrative Office of the Courts and the second table below lists contracts by AOC office.



AOC Contracts Subject to Committee Review								
Judicial Branch Entity		# of Contracts	Amount Encumbered		Amount Billed		Amount Not Billed	
Office of Appellate Court Services	ATCJ	1	5,585,218.00	0.8%	1,861,739.32	0.3%	3,723,478.68	3.2%
Center for Families, Children & the Courts	CFCC	95	420,593,194.03	64.0%	343,180,940.98	63.3%	77,412,253.05	67.2%
Center for Judiciary Education and Research	CJER	5	1,084,826.48	0.2%	602,583.74	0.1%	482,242.74	0.4%
Court Operations Special Services Office	CPAS/COSSO	2	57,638.00	0.0%	41,556.92	0.0%	16,081.08	0.0%
Fiscal Services Office	FIN	6	24,463,849.74	3.7%	17,543,327.56	3.2%	6,920,522.18	6.0%
Judicial & Court Administrative Services Div	JCASD	1	6,000.00	0.0%	2,742.14	0.0%	3,257.86	0.0%
Human Resources Services Office	HR	4	10,505,296.39	1.6%	8,951,256.24	1.7%	1,554,040.15	1.3%
Information Technology Services Office (1)	IS	55	166,731,818.39	25.4%	147,018,556.10	27.1%	19,713,262.29	17.1%
Information Technology Services Office (2)	ITSO	8	20,543,646.20	3.1%	18,742,539.13	3.5%	1,801,107.07	1.6%
Office of Security	OERS	2	1,217,774.50	0.2%	1,189,173.50	0.2%	28,601.00	0.0%
Trail Court Administrative Services Division	TCAD	1	124,776.44	0.0%	113,400.00	0.0%	11,376.44	0.0%
Trial Court Liason Office	TCLO	1	1,716,000.00	0.3%	35,805.00	0.0%	1,680,195.00	1.5%
		181	\$ 652,630,038.17	99.3%	\$ 539,283,620.63	99.5%	\$113,346,417.54	98.4%
Judicial Branch Capital Projects Office (1)	JBCP	0	-	0.0%	-	0.0%	-	0.0%
Legal Services Office (1)	LSO	2	98,064.96	0.0%	38,003.06	0.0%	60,061.90	0.1%
Legal Services Office (2)	OGC	4	882,660.15	0.1%	822,503.28	0.2%	60,156.87	0.1%
Judicial Branch Capital Projects Office (2)	OCCM	10	3,495,635.24	0.5%	1,938,675.49	0.4%	1,556,959.75	1.4%
Office of Real Estate and Facilities Mgmt.	REFM	2	270,199.00	0.0%	101,613.36	0.0%	168,585.64	0.1%
		18	\$ 4,746,559.35	0.7%	\$ 2,900,795.19	0.5%	\$ 1,845,764.16	1.6%
TOTAL AOC CONTRACTS SUBJECT TO REVIEW		199	\$ 657,376,597.52	100.0%	\$ 542,184,415.82	100.0%	\$115,192,181.70	100.0%
AOC CONTRACTS		656	\$ 1,950,243,617.54	98.9%	\$ 1,118,678,350.89	98.8%	\$831,565,266.65	99.0%
OTHER JUDICIAL BRANCH ENTITY CONTRACTS		72	\$ 21,342,724.77	1.1%	\$ 13,228,726.46	1.2%	\$ 8,113,998.31	1.0%
TOTAL JUDICIAL BRANCH CONTRACTS		728	\$ 1,971,586,342.31	100%	\$ 1,131,907,077.35	100%	\$839,679,264.96	100%

It was decided that for the first semi-annual review that AOC consultant contracts would be reviewed. There are 120 total AOC consultant contracts with amounts not billed of approximately \$16 million as

of the September 19, 2013 report extract used for review/data analysis. Of this total there are 8 contracts for approximately \$100,000 excluded from review as they are construction related and expressly excluded. These are all shown in the table below.

JUDICIAL COUNCIL OF CALIFORNIA / ADMINISTRATIVE OFFICE OF THE COURTS AOC ACTIVE CONTRACTS -- SEPTEMBER 19, 2013 CONSULTANT CONTRACTS BY OBJECT CODE							Percentage	
Object Code	Object Code Description	# of Contracts	Encumbered Amount	Billed Amount	Amount Not Billed	Encum. To Total	Not Billed to Total	
0404	Consultants-Administrative	4	10,316,643.39	8,808,649.27	1,507,994.12	5.5%	9.2%	
0405	Consultants-Architectural	2	869,131.53	774,877.83	94,253.70	0.5%	0.6%	
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0409	Consultants-Speakers	5	7,750.00	750.00	7,000.00	0.0%	0.0%	
0416	Consultants-HR	3	356,288.76	99,349.29	256,939.47	0.2%	1.6%	
0417	Consultants-Other	24	5,547,138.58	4,397,092.15	1,150,046.43	2.9%	7.0%	
0418	Consultants-Real Estate Services	6	1,274,805.15	1,273,705.15	1,100.00	0.7%	0.0%	
0743	Trial Courts - Consultants-IT	2	10,955,302.15	10,955,302.17	(0.02)	5.8%	0.0%	
0745	Trial Courts - Consultants - Other	1	40,000.00	40,000.00	-	0.0%	0.0%	
		120	189,255,672.00	172,821,846.02	16,433,825.98	100%	100%	

The detail by contract is included in Appendix D of this report. There were sixteen consultant contracts selected judgmentally by the committee with an AOC office distribution:

Center For Families, Children & the Courts	5
Information Technology Services	4
Legal Services	2
Trial Court Accounting Services	1
Human Resource Services	1
Fiscal Services	1
Court Operations Special Services	2

The following two pages provide detail on the individual contracts selected.

**A&E COMMITTEE
OVERSIGHT OF AOC CONTRACTS
CONSULTANT CONTRACTS SELECTED FOR REVIEW**

Contract Vendor	Contract Numbers	Project		Office	Office Director Information		
Juvenile Law Society	1026419	0417 – Consultants, Other	Court Appointed Council Training	CFCC	Diane Nunn	415-865-7689	Diane.Nunn@jud.ca.gov
Prometric, Inc.	1025147	0404 – Consultant Administrative	Court Interpreter Exam Program	Court Operations and Special Services	Donna Hershkowitz	818-558-3068	Donna.Hershkowitz@jud.ca.gov
Haven Falls Motion Picture	1025243	0417	Alternative Dispute Resolution Centers	Legal Services Office	Deborah Brown	415-865-7667	Deborah.Brown@jud.ca.gov
Northwest Professionals	1025205 1025209	0408, Edit and Research Consultant 0417	Cal Endowment Parolee Reentry Program Sargent Shriver	CFCC	Diane Nunn	415-865-7689	Diane.Nunn@jud.ca.gov
Coloserve	1010379	0407 Consultant IS	Co-location for AOC web-hosted system infrastructure	Info Tech Services	Mark Dusman	415-865-4999	Mark.Dusman@jud.ca.gov
Mono Group, Inc.	ISD10021-01	0407	IT Infrastructure	Info Tech Services	Mark Dusman	415-865-4999	Mark.Dusman@jud.ca.gov
EPI-Use America, Inc.	1026649	0407	Phoenix Staff Augmentation	Trial Court Administrative Services	Doug Kauffroath	916-263-1462	Doug.Kauffroath@jud.ca.gov

Contract Vendor	Contract Numbers	Project		Office	Office Director Information		
LLOP, Cristina	1025276	0417	Various projects	CFCC	Diane Nunn	415-865-7689	Diane.Nunn@jud.ca.gov
EDP Management	1026111	0407	CASA Tracker	CFCC	Diane Nunn	415-865-7689	Diane.Nunn@jud.ca.gov
Concepts 2000 Consulting	1017052	0407	Data Integration Services	Info Tech Services	Mark Dusman	415-865-4999	Mark.Dusman@jud.ca.gov
Bold Planning Solutions	1012693	0417	Security Grants and Admin.	Security	Malcolm Franklin	415-865-8830	Malcolm.Franklin@jud.ca.gov
All Star Consulting	HR11001-01	0416 – Consultant HR	HRMIS IT Developer	Human Resources	Ken Couch	415-865-4271	Ken.Couch@jud.ca.gov
Infojini	ISD10014-01	0407	Appellate CCMS	Info Tech Services	Mark Dusman	415-865-4999	Mark.Dusman@jud.ca.gov
ADP	1010254A	0407	ADP Customization- Assigned Judges Payroll	Fiscal Services	Zlatko Theodorovic	916-263-1397	Zlatko.Theodorovic@jud.ca.gov
Texas Lawyers For Children	1012770	0407	Calif. Legal Website Program	CFCC	Diane Nunn	415-865-7689	Diane.Nunn@jud.ca.gov
Orrick, Herrington	1016601	0407	Consultants, Information Systems	Legal Services Office	Deborah Brown	415-865-7667	Deborah.Brown@jud.ca.gov

2. GENERAL CONTRACT REVIEW PROCESS

The contract documentation was obtained from the Business Services Unit of the Accounting Department of the Fiscal Services Office on an unredacted basis. Additionally, the contracts and history of amendments were provided to the committee members.

The contract review procedures, checklist, and review observations, comments and concerns forms were provided to all committee members as guidance for their reviews. (Appendix E) The documentation was then submitted and provided to each committee member prior to the review meeting.

3. CONTRACT REVIEW PRESENTATION SUMMARY

The following ten contracts were presented and discussed at the March 6 and 7 2014 meeting of the A&E Committee.

1. Juvenile Law Society
2. Prometric, Inc.
3. Haven Falls Motion Picture Co.
4. Northwest Professionals
5. Coloserve
6. Mono Group, Inc.
7. EPI-Use America, Inc.
8. EDP Management
9. All Star Consulting
10. Texas Lawyers For Children

A summary for each contract reviewed covered the following and is detailed for each of the ten contracts starting on the next page.

1. Purpose of the contract
2. Does the contract meet criteria to ensure that the contract is in support of judicial branch policy?
3. Are there any financial or efficiency considerations from your review?
4. Which entity or entities primarily benefit from this contract?
5. Does the AOC benefit from the contract?
6. Are there any concerns raised from your review?
7. Follow-up questions necessary for the future – for the committee or others?
8. Programmatic questions?
9. Other comments, if any.

1. Juvenile Law Society

Question		Summary Response
1	Purpose of the contract	Training of court appointed counsel in dependency counsel cases/program
2	Does the contract meet criteria to ensure that the contract is in support of judicial branch policy?	Yes
3	Are there any financial or efficiency considerations from your review?	No; this is the best method available at the time given funding limitations.
4	Which entity or entities primarily benefit from this contract?	Superior courts – court appointed dependency counsel program.
5	Does the AOC benefit from the contract?	No
6	Are there any concerns raised from your review?	<p>a. The maximum funding available was limited and as a result, when the program was put out for bid, only one qualified vendor responded. Others bidders believed the funding was inadequate.</p> <p>b. Who should pay for training of CAC in dependency cases?</p>
7	Follow-up questions necessary for the future – for the committee or others?	Should or can contract be sole sourced in the future or submitted for bids?
8	Programmatic questions?	Review of how dependency representation is effectively provided (future
9	Other comments?	As no funding is likely available in local courts and not in most of the contracts who pays for training. CFCC is also interested in a follow-up contract that would focus on developing a training model with greater use of volunteers, utilizing the developed curriculum plus developing a model for training such volunteers.

2. Prometric, Inc.

Question		Summary Response
1	Purpose of the contract	The State retained the Contractor to provide services in support of the testing requirement for qualifying interpreters for the interpreter programs.
2	Does the contract meet criteria to ensure that the contract is in support of judicial branch policy?	Yes

3	Are there any financial or efficiency considerations from your review?	No
4	Which entity or entities primarily benefit from this contract?	Superior courts and interpreters
5	Does the AOC benefit from the contract?	Yes
6	Are there any concerns raised from your review?	None; There are some functions that require skills that are not available within the AOC and should not be developed within the AOC
7	Follow-up questions necessary for the future – for the committee or others?	None
8	Programmatic questions?	None.
9	Other comments?	The services under this contract are unique.

3. Haven Falls Motion Picture Co.

Question		Summary Response
1	Purpose of the contract	Provide video program available online and at individual courts to assist unrepresented litigants in civil harassment, small claims, and unlawful detainer cases.
2	Does the contract meet criteria to ensure that the contract is in support of judicial branch policy?	Yes
3	Are there any financial or efficiency considerations from your review?	This is best or most effective and efficient manner of providing service.
4	Which entity or entities primarily benefit from this contract?	Self-represented litigants, small claims courts.
5	Does the AOC benefit from the contract?	Indirectly
6	Are there any concerns raised from your review?	No
7	Follow-up questions necessary for the future – for the committee or others?	No
8	Programmatic questions?	Relatively inexpensive vehicle to improve / enhance access to justice. Project beyond capabilities of AOC staff.
9	Other comments?	None

4. Northwest Professionals

Question		Summary Response
1	Purpose of the contract	Grant from Federal Stimulus monies to gather data to evaluate the benefit of parole re-entry programs in 6 pilot courts. Legislatively mandated data gathering for legislative report.
2	Does the contract meet criteria to ensure that the contract is in support of judicial branch policy?	Yes
3	Are there any financial or efficiency considerations from your review?	Legislatively mandated. The AOC research unit is not large enough to complete on their own.
4	Which entity or entities primarily benefit from this contract?	Trial courts.
5	Does the AOC benefit from the contract?	No
6	Are there any concerns raised from your review?	AOC staff would like to follow up with the Parolees to see how effective the intervention was on the children of the defendant's but that is not part of the pilot program.
7	Follow-up questions necessary for the future – for the committee or others?	No
8	Programmatic questions?	No
9	Other comments?	The contract cost was zero out of AOC budget.

5. Coloserve

Question		Summary Response
1	Purpose of the contract	Operation of the “public website” for the Judicial Council, Supreme Court, Appellate Courts and the AOC as well as the branch’s intranet, Serranus.
2	Does the contract meet criteria to ensure that the contract is in support of judicial branch policy?	Yes
3	Are there any financial or efficiency considerations from your review?	No; the AOC is reasonably looking into other ways to obtain service (i.e., Cloud with est. probable savings of 40%.
4	Which entity or entities primarily benefit from this contract?	Judicial Council, Supreme Court and Courts of Appeal

5	Does the AOC benefit from the contract?	Yes; in part
6	Are there any concerns raised from your review?	Consideration as to whether the AOC contract with a trial court to provide a similar service should be explored for cost savings if feasible. AOC PM evaluating.
7	Follow-up questions necessary for the future – for the committee or others?	Amount of contract is consistent with this type of service.
8	Programmatic questions?	See Contract Review Observations, Comments, and Concerns form response to question 1.
9	Other comments?	No

6. Mono Group, Inc.

Question		Summary Response
1	Purpose of the contract	Work order under review is to provide a full-time contract project manager to administer allocations from the MOD fund and assist trial courts in maintaining and refreshing computer and network hardware/software.
2	Does the contract meet criteria to ensure that the contract is in support of judicial branch policy?	Yes
3	Are there any financial or efficiency considerations from your review?	Probably not;
4	Which entity or entities primarily benefit from this contract?	Trial courts
5	Does the AOC benefit from the contract?	Peripherally
6	Are there any concerns raised from your review?	From a technical or expertise standpoint consideration to not outsource this position is necessary; rather have it an IT FTE.
7	Follow-up questions necessary for the future – for the committee or others?	Use of Mod fund monies for contract personnel, limit outsourcing of Mod funds to true IT projects rather than ongoing programs,
8	Programmatic questions?	FTE funding rather than utilizing contractors should be considered.
9	Other comments?	Need for IT project manager classification to allow budget and hiring flexibility? Contractor has been with the AOC a long time through different external companies.

7. EPI-Use America, Inc.

Question		Summary Response
1	Purpose of the contract	Maintenance of the Phoenix Financial System; staffing services
2	Does the contract meet criteria to ensure that the contract is in support of judicial branch policy?	Yes
3	Are there any financial or efficiency considerations from your review?	None; based on information reviewed and explanation from PM
4	Which entity or entities primarily benefit from this contract?	Trial courts
5	Does the AOC benefit from the contract?	Indirectly as TCAS Office supports systems used for/by trial courts.
6	Are there any concerns raised from your review?	No; appears they are continuously evaluating and have made changes over the life of the agreement as well as in issuing the FRP for the current agreement.
7	Follow-up questions necessary for the future – for the committee or others?	No
8	Programmatic questions?	No
9	Other comments?	None

8. EDP Management

Question		Summary Response
1	Purpose of the contract	CASA Tracker Software program; contractor provides maintenance and support services to, and licensing for all CASA Tracker Software installed at 44 court sites.
2	Does the contract meet criteria to ensure that the contract is in support of judicial branch policy?	Yes
3	Are there any financial or efficiency considerations from your review?	Contract to go to competitive bid process this year. Using this contract is better than each program doing these services themselves. Big improvement from before.
4	Which entity or entities primarily benefit from this contract?	All 44 courts who use program benefit.
5	Does the AOC benefit from the contract?	Yes; program has unified CASAs and allows AOC to keep tabs and generate invoices easily. All 44

		courts who use also benefit.
6	Are there any concerns raised from your review?	Work has been provided for 10 years but it is only now going to be competitively bid. No ADR clause in contract in the event of a dispute/threat of litigation.
7	Follow-up questions necessary for the future – for the committee or others?	ADR question above.
8	Programmatic questions?	This is a low dollar, small, non-controversial contract.
9	Other comments?	None

9. All Star Consulting

Question		Summary Response
1	Purpose of the contract	Consulting services to provide the required expertise in Oracle/PeopleSoft for the Human Resource Employee Management System (HREMS).
2	Does the contract meet criteria to ensure that the contract is in support of judicial branch policy?	Yes
3	Are there any financial or efficiency considerations from your review?	No. Vendor has required technical expertise for HREMS. Would not expect to have a staff person with Oracle People Soft expertise on staff at AOC for a less than full-time need for ongoing maintenance.
4	Which entity or entities primarily benefit from this contract?	AOC, Supreme Court, DCA, CJP, HCRC
5	Does the AOC benefit from the contract?	Yes
6	Are there any concerns raised from your review?	AOC to explore the feasibility of moving HREMS onto Phoenix HR to have all HR on a single platform.
7	Follow-up questions necessary for the future – for the committee or others?	See Contract Review Observations, Comments, and Concerns form responses for question 4
8	Programmatic questions?	No
9	Other comments?	ITSO and AOC divisions seem to be increasingly hampered by a competitive market for IT staff that is driving the need for consultants.

10. Texas Lawyers For Children (TLC)

Question		Summary Response
1	Purpose of the contract	Create the functionality for and host an interactive Internet-based information management system modeled after the current TLC Website (the “Derivative Website”) for Licensee’s use.
2	Does the contract meet criteria to ensure that the contract is in support of judicial branch policy?	Yes
3	Are there any financial or efficiency considerations from your review?	No
4	Which entity or entities primarily benefit from this contract?	Primarily juvenile attorneys, judges, and trial court staff
5	Does the AOC benefit from the contract?	Yes; CFCC and LSO
6	Are there any concerns raised from your review?	Due to the way contract was executed initially, AOC is finding it hard to either move to create a site using AOC ITSO staff without infringing on the proprietary structure of the content of the contracted website.
7	Follow-up questions necessary for the future – for the committee or others?	Web technology is dated.
8	Programmatic questions?	None; vendor-provided usage data indicates that the website is widely used and that usage is increasing every year.
9	Other comments?	None

4. RECOMMENDATIONS

Leveraged Procurement Agreements

Discussion at the meeting was focused on emphasizing or recommending that courts review the statewide master agreements and LPAs to save time and money. Leveraged procurement agreements (LPAs) are defined in Chapter 6 of the Judicial Branch Contracting Manual as:

Leveraged procurement typically involves consolidating the procurement needs of multiple entities, and leveraging the entities' combined buying power to reduce prices, improve terms and conditions, or improve procurement efficiency.

In this Manual, a leveraged procurement generally refers to either:

- A JBE's procurement of goods/services through the use of an agreement (the LPA) that is established by a third party entity with a Vendor, and which enables the JBE to procure goods/services from the Vendor (without competitive bidding) on the same or substantially similar terms as in the LPA; or
- The establishment of an LPA by a JBE, on behalf of or in collaboration with other entities, that permits the JBE and other entities to procure goods or services from the Vendor that is contracted under the LPA.
-

As of January 1, 2014, information about LPAs established by the AOC is posted at:

www.courts.ca.gov/procurementservices.htm.

Committee recommendation for consideration:

For the purpose of furthering statewide efficiency and potential cost savings in time and money, courts should continuously review the listing of master agreements and LPAs. It would be helpful if these were compiled in one list that could be updated and sent periodically to the courts. One of the challenges is that these master agreements and LPAs are found in several places and are not always easy to review. A policy consideration might encompass the requirement to utilize master agreements and LPAs, where feasible and practical for courts. This would be done with the understanding that an 'opt out' provision must be contained in the agreements that will allow a court to take advantage of procurement opportunities that may be available only to a single court (e.g. a special modular office furniture sale of county inventory made available at low cost to a court, special deal on office supplies from a local vendor going out of business, or other similar special circumstances.)

In addition to the likely cost savings that courts would achieve from enhanced buying power under master agreements and LPAs and the relief from the administrative burden of conducting a competitive procurement, the effect of this policy would be to make clear to courts that do not take advantage of master agreements and LPAs that their decision-making may be subject to review in the event they come to the Judicial Council for supplemental funding. Courts should be made aware that failure to use

master agreements and LPAs, where available, would be included as part of the due-diligence financial analysis that would accompany their requests for funding augmentation at the Judicial Council.

Long Term Consultants

It is recommended that the AOC develop a process to review the use of long-term consultants to confirm the need to contract for their services for a long-term and also evaluate the feasibility of alternative solutions, including employing the consultants as regular employees.

Use of consultants in information systems work

AOC management has indicated that information systems consultants have been identified who have been working at the AOC for long time in specialized technical work. Conversion to AOC employee status has been discussed with them. There are various factors that influence the ability of the AOC to convert these individuals including budget constraints of the AOC and the Information Technology Services Office, position classification salary range constraints, and resource and expertise limitations. Consistent with the previous recommendation the AOC should justify the consultant use and retention, and the feasibility of alternative solutions and employment considerations be done.

APPENDICES

APPENDICES

- A. Judicial Council Approved AOC Contract Review Duties**
- B. Oracle Contract Statistics**
- C. AOC Contracts Over \$1 Million Noticed to the California State Auditor**
- D. AOC Active Contracts – September 19, 2013, Consultant Contracts By Vendor**
- E. Contract Review Procedures and Form Templates**
 - 1. Procedures for the Committee’s Semiannual Review of AOC Contracts**
 - 2. Contract Review Procedures Checklist**
 - 3. Contract Review Observations, Comments, and Concerns**

APPENDIX A

Judicial Council Approved AOC Contract Review Duties

Review and Reporting

1. The Judicial Council should receive a semi-annual report on all AOC contracts that meet the review criteria established below to ensure that such contracts are in support of judicial branch policy as set by the Judicial Council. The report shall:
 - a. Report on the results of the reviews.
 - b. List all of the reviewed contracts by subject and amount encumbered.
2. The review of specified contracts should be performed by the Advisory Committee on Financial Accountability and Efficiency for the Judicial Branch (A&E) or by a committee designated by the Chief Justice after consultation with the Executive & Planning Committee (E&P Committee).
3. As appropriate and necessary on a case by case basis, with the approval of the E&P Committee, the designated committee may obtain independent technical advisory assistance in its review of contracts as the budget allows.
4. The reviewing committee shall be available for special urgent reviews whenever requested by the Judicial Council or the E&P Committee.
5. The reviewing committee shall include in the semi-annual reports its current oversight practices and any significant changes, trends, or issues identified in the contracting practices of the AOC, as reported to the committee by AOC management.
6. Because the review of contracts and contracting practices involves a review of programs and their funding, certain policy issues may result from a review of the contracts. The reviews of contracts and the contract process should include an evaluation of the best or most effective and efficient manner of funding, operational efficiencies, or cost effectiveness that could be achieved by the programs.
7. The Judicial Branch Contract Law requires the Judicial Council to adopt and publish a Judicial Branch Contracting Manual (JBCM) which will be updated and revised periodically for Judicial Council approval. Review of the updates and revisions review should be performed by the Advisory Committee on Financial Accountability and Efficiency for the Judicial Branch (A&E) or by a committee designated by the Chief Justice after consultation with the Executive and Planning Committee.
8. Annually, the reviewing committee shall receive and review a report of all AOC contracts.
 - a. The report shall summarize pertinent information on each contract and be summarized by type of contract.
 - b. The information contained in the report should include, at a minimum: initial contract date, contract expiration date, vendor name, contract number, amount encumbered, amounts paid, amount of time remaining on the contract, and number of amendments.
 - c. The committee should identify any contracts that should be reviewed.

Review Criteria

General

1. All new contracts with a total contractual value in excess of \$1,000,000 not specifically excluded as noted below.
 - a. New contracts will be considered to be those that are not regular and reoccurring historically.
 - b. A list of regular and reoccurring contracts shall be compiled and presented for the committee's review and concurrence. The listing shall be updated for each committee meeting.
2. A sampling from the listing of all AOC contracts, which will be judgmentally selected by the committee.
3. All existing contracts which have a significant change or amendment in amount, term, purpose, or nature, as determined by staff. Specific 'triggers' will be established as guidelines and may be adjusted periodically or as appropriate. This process should be similar to, or tailored after, procedures used by the Appellate Indigent Defense Oversight Advisory Committee.

Specific

1. Grants that are not for the benefit of the trial courts.
2. Lease agreements for real property, equipment, and vehicles, as appropriate, upon committee request.

Exclusions from the Committee's Review

1. All contracts addressed by the duties of the Court Facilities Advisory Committee and the Trial Court Facility Modification Advisory Committee.
2. Contracts for litigation support provided by outside counsel.
3. Grants that are for the benefit of the trial courts.
4. Intra-branch agreements (IBAs) between the AOC and the trial courts.
5. A review for compliance with the Judicial Branch Contracting Manual as that function is performed by the Legal Services Office and the Fiscal Services Office.

Audits

1. The council recognizes the California State Auditor's responsibility for conducting audits of AOC contracts under Public Contract Code section 19210. These reports should be provided for informational purposes to the committee reviewing contracts.
2. Audit issues related to the contract process and contracts included in audits conducted by the AOC Internal Audit Services Office should also be reviewed and evaluated by the committee. The review of contracts by the committee shall not duplicate the function or reviews conducted by the AOC's Internal Audit Services Office.

APPENDIX B
Oracle Contract Statistics

The following page provides summary Oracle Financial System Contract data as of September 19, 2013.

**JUDICIAL COUNCIL OF CALIFORNIA/ADMINISTRATIVE OFFICE OF THE COURTS
AOC - ACTIVE CONTRACTS REPORT**

**Oracle Contract Statistics
Contract Data As of September 19, 2013**

Population			
Number of contracts		728	
Encumbered amount	\$	1,971,586,342.31	100%
Amount billed on encumbrances	\$	1,131,907,077.38	57%
Amount not billed	\$	839,679,231.90	43%

Fiscal Year 2013-2014 Contracts Only			
Encumbered amount	\$	200,817,205.25	100%
Amount billed on encumbrances	\$	32,814,866.33	16%
Amount not billed	\$	168,002,338.92	84%

Contracts By Judicial Branch Entity								
Judicial Branch Entity		# of Contracts	Amount Encumbered		Amount Billed		Amount Not Billed	
Supreme Court	SC	1	\$ 1,826,404.63	0.1%	\$ 1,716,199.70	0.2%	\$ 110,204.93	0.0%
Court of Appeal - 1st District	1DCA	1	2,800,348.00	0.1%	1,400,173.98	0.1%	1,400,174.02	0.2%
Court of Appeal - 2nd District	2DCA	1	4,853,844.00	0.2%	2,831,409.00	0.3%	2,022,435.00	0.2%
Court of Appeal - 3rd District	3DCA	6	2,441,753.64	0.1%	1,582,496.50	0.1%	859,257.14	0.1%
Court of Appeal - 4th District	4DCA	1	4,265,633.00	0.2%	2,488,285.94	0.2%	1,777,347.06	0.2%
Court of Appeal - 5th District	5DCA	1	2,097,361.00	0.1%	1,223,460.76	0.1%	873,900.24	0.1%
Court of Appeal - 6th District	6DCA	1	1,591,079.00	0.1%	928,129.44	0.1%	662,949.56	0.1%
Office of Appellate Court Services	ATCJ	1	5,585,218.00	0.3%	1,861,739.32	0.2%	3,723,478.68	0.4%
Center for Families, Children & the Courts	CFCC	220	473,703,384.00	24.0%	346,451,272.60	30.6%	127,252,111.40	15.2%
Center for Judiciary Education and Research	CJER	5	1,084,826.48	0.1%	602,583.74	0.1%	482,242.74	0.1%
Commission on Judicial Performance	CJP	**						
Court Operations Special Services Office	CPAS/COSSO	2	57,638.00	0.0%	41,556.92	0.0%	16,081.08	0.0%
Fiscal Services Office	FIN	6	24,463,849.74	1.2%	17,543,327.56	1.5%	6,920,522.18	0.8%
Habeas Corpus Resource Center	HCRC	60	1,466,301.50	0.1%	1,058,571.14	0.1%	407,730.36	0.0%
Human Resources Services Office	HR	4	10,505,296.39	0.5%	8,951,256.24	0.8%	1,554,040.15	0.2%
Information Technology Services Office (1)	IS	74	167,331,260.39	8.5%	147,018,556.10	13.0%	20,312,704.29	2.4%
Information Technology Services Office (2)	ITSO	8	20,543,646.20	1.0%	18,742,539.13	1.7%	1,801,107.07	0.2%
Judicial Branch Capital Projects Office	JBCP	22	56,613,932.52	2.9%	48,567,776.23	4.3%	8,046,156.29	1.0%
Judicial & Court Administrative Services Div	JCASD	1	6,000.00	0.0%	2,742.14	0.0%	3,257.86	0.0%
Legal Services Office (1)	LSO	34	2,377,977.03	0.1%	1,651,234.92	0.1%	726,742.11	0.1%
Judicial Branch Capital Projects Office	OCCM	201	1,143,085,462.80	58.0%	501,101,221.50	44.3%	641,984,241.30	76.5%
Office of Security	OERS	2	1,217,774.50	0.1%	1,189,173.50	0.1%	28,601.00	0.0%
Legal Services Office (2)	OGC	26	3,449,209.91	0.2%	2,872,829.08	0.3%	576,380.83	0.1%
Office of Real Estate and Facilities Mgmt.	REFM	47	35,017,365.14	1.8%	20,431,336.91	1.8%	14,586,028.23	1.7%
Trail Court Administrative Services Division	TCAD	2	3,484,776.44	0.2%	1,613,400.00	0.1%	1,871,376.44	0.2%
Trial Court Liason Office	TCLO	1	1,716,000.00	0.1%	35,805.00	0.0%	1,680,195.00	0.2%
Total		728	\$ 1,971,586,342.31	100%	\$ 1,131,907,077.35	100%	\$839,679,264.96	100%

** Commission on Judicial Performance is on Oracle but data is confidential

AOC Contracts								
AOC Office		# of Contracts	Amount Encumbered		Amount Billed		Amount Not Billed	
Office of Appellate Court Services	ATCJ	1	5,585,218.00	0.3%	1,861,739.32	0.2%	3,723,478.68	0.4%
Center for Families, Children & the Courts	CFCC	220	473,703,384.00	24.3%	346,451,272.60	31.0%	127,252,111.40	15.3%
Center for Judiciary Education and Research	CJER	5	1,084,826.48	0.1%	602,583.74	0.1%	482,242.74	0.1%
Court Operations Special Services Office	CPAS/COSSO	2	57,638.00	0.0%	41,556.92	0.0%	16,081.08	0.0%
Fiscal Services Office	FIN	6	24,463,849.74	1.3%	17,543,327.56	1.6%	6,920,522.18	0.8%
Judicial & Court Administrative Services Div	JCASD	1	6,000.00	0.0%	2,742.14	0.0%	3,257.86	0.0%
Human Resources Services Office	HR	4	10,505,296.39	0.5%	8,951,256.24	0.8%	1,554,040.15	0.2%
Information Technology Services Office (1)	IS	74	167,331,260.39	8.6%	147,018,556.10	13.1%	20,312,704.29	2.4%
Information Technology Services Office (2)	ITSO	8	20,543,646.20	1.1%	18,742,539.13	1.7%	1,801,107.07	0.2%
Office of Security	OERS	2	1,217,774.50	0.1%	1,189,173.50	0.1%	28,601.00	0.0%
Trail Court Administrative Services Division	TCAD	2	3,484,776.44	0.2%	1,613,400.00	0.1%	1,871,376.44	0.2%
Trial Court Liason Office	TCLO	1	1,716,000.00	0.1%	35,805.00	0.0%	1,680,195.00	0.2%
		326	\$ 709,699,670.14	36.4%	\$ 544,053,952.25	48.6%	\$165,645,717.89	19.9%
Judicial Branch Capital Projects Office (1)	JBCP	22	56,613,932.52	2.9%	48,567,776.23	4.3%	8,046,156.29	1.0%
Legal Services Office (1)	LSO	34	2,377,977.03	0.1%	1,651,234.92	0.1%	726,742.11	0.1%
Legal Services Office (2)	OGC	26	3,449,209.91	0.2%	2,872,829.08	0.3%	576,380.83	0.1%
Judicial Branch Capital Projects Office (2)	OCCM	201	1,143,085,462.80	58.6%	501,101,221.50	44.8%	641,984,241.30	77.2%
Office of Real Estate and Facilities Mgmt.	REFM	47	35,017,365.14	1.8%	20,431,336.91	1.8%	14,586,028.23	1.8%
		330	\$ 1,240,543,947.40	63.6%	\$ 574,624,398.64	51.4%	\$665,919,548.76	80.1%
TOTAL AOC CONTRACTS		656	\$ 1,950,243,617.54	100.0%	\$ 1,118,678,350.89	100.0%	\$831,565,266.65	100.0%
AOC CONTRACTS		656	\$ 1,950,243,617.54	98.9%	\$ 1,118,678,350.89	98.8%	\$831,565,266.65	99.0%
OTHER JUDICIAL BRANCH ENTITY CONTRACTS		72	\$ 21,342,724.77	1.1%	\$ 13,228,726.46	1.2%	\$ 8,113,998.31	1.0%
TOTAL JUDICIAL BRANCH CONTRACTS		728	\$ 1,971,586,342.31	100%	\$ 1,131,907,077.35	100%	\$839,679,264.96	100%

APPENDIX C

AOC Contracts Over \$1 Million Noticed to the California State Auditor

See next page.

JUDICIAL COUNCIL OF CALIFORNIA / ADMINISTRATIVE OFFICE OF THE COURTS

PUBLIC CONTRACT CODE SECTION 19204 - AOC CONTRACTS OVER \$1 MILLION NOTICED TO THE CALIFORNIA STATE AUDITOR

PERIOD COVERED: JULY 1, 2013 THROUGH DECEMBER 31, 2013

JBE	Date Executed	Contractor Name	Contract No.	Amendment No.	Contract Amount (as amended)	Type of Services
Administrative Office of the	August 13, 2013	Superior Court of California, County of San Francisco	1026783		\$1,208,409.00	Child Support Commissioner Program for Fiscal Year, 2013-2014
Administrative Office of the	August 15, 2013	Superior Court of California, County of Alameda	1026747		\$1,370,828.00	Child Support Commissioner Program for Fiscal Year, 2013-2014
Administrative Office of the	August 15, 2013	Superior Court of California, County of San Diego	1026782		\$2,298,717.00	Child Support Commissioner Program for Fiscal Year, 2013-2014
Administrative Office of the	August 15, 2013	Superior Court of California, County of Santa Clara	1026790		\$2,041,379.00	Child Support Commissioner Program for Fiscal Year, 2013-2014
Administrative Office of the	August 16, 2013	Superior Court of California, County of Fresno	1026755		\$2,022,627.00	Child Support Commissioner Program for Fiscal Year 2013-2014
Administrative Office of the	August 19, 2013	Superior Court of California, County of Orange	1026775		\$2,801,466.00	Child Support Commissioner Program for Fiscal Year 2013-2014
Administrative Office of the	August 23, 2013	Superior Court of California, County of San Bernardino	1026781		\$3,304,520.00	Child Support Commissioner Program for Fiscal Year 2013-2014
Administrative Office of the	August 23, 2013	Superior Court of California, County of Riverside	1026778		\$1,257,049.00	Child Support Commissioner Program for Fiscal Year 2013-2014
Administrative Office of the	August 23, 2013	Superior Court of California, County of Contra Costa	1026752		\$1,014,068.00	Child Support Commissioner Program for Fiscal Year 2013-2014
Administrative Office of the	August 23, 2013	Greater Bakersfield Legal Assistance, Inc.	1024215	3	\$1,186,075.00	Sargent Shriver Civil Counsel Project Contract for Greater Bakersfield Legal Assistance, Inc.
Administrative Office of the	September 5, 2013	Superior Court of California, County of Sacramento	1026779		\$1,340,135.00	Child Support Commissioner Program for Fiscal Year 2013-2014
Administrative Office of the	September 24, 2013	Theresa G. Klein	1025560	1	\$1,431,500.00	Court-appointed dependency proceedings to the Superior Court of California, County of San Luis Obispo
Administrative Office of the	September 24, 2013	Dependency Legal Services	1025735	1	\$1,196,159.59	Court-appointed dependency Council Services to the Court of California, County of Sonoma for parents, guardians, and de facto
Administrative Office of the	October 21, 2013	Jacqueline D. Gillespie	1025737	1	\$1,130,210.00	Court-appointed dependency council services to the Superior Court of California, County of Sonoma for children and youth, including
Administrative Office of the	October 21, 2013	State Bar of California	1027189		\$16,110,806.00	Administration of the Equal Access Fund FY 13-14
Administrative Office of the	October 29, 2013	Superior Court of CA, County of Los Angeles (FLF)	1026707		\$2,363,706.00	Family Law Facilitator Program for Fiscal Year 13-14
Administrative Office of the	October 29, 2013	Superior Court of CA, County of Los Angeles (CSC)	1026764		\$6,524,767.00	Child Support Commissioner Program Fiscal Year 13-14
Administrative Office of the	November 6, 2013	Superior Court of CA, County of San Luis Obispo	1025886	1	\$3,360,000.00	Replacement Case Management and Document Management Systems Funding
Administrative Office of the	December 2, 2013	First District Appellate Project (FDAP)	1027528		\$2,800,348.00	Provide legal services to counsel appointed in appeals and perform certain functions for the First Appellate District Court
Administrative Office of the	December 2, 2013	Sixth District Appellate Program (SDAP)	1027533		\$1,591,079.00	Provide legal services to counsel appointed in appeals and perform certain functions for the Sixth Appellate District Court
Administrative Office of the	December 3, 2013	Superior Court of California, County of Los Angeles	1027500		\$1,117,000.00	FY "2013-2014 Complex Litigation Funding
Administrative Office of the	December 3, 2013	John P. Passalacqua	1017713	7	\$1,017,517.87	Court appointed dependency counsel services to the Superior Court of California, Counties of Lake and Mendocino

APPENDIX D
AOC Active Contracts – September 19, 2013, Consultant Contracts By Vendor

See report starting on the next page.

JUDICIAL COUNCIL OF CALIFORNIA / ADMINISTRATIVE OFFICE OF THE COURTS
AOC ACTIVE CONTRACTS - SEPTEMBER 19, 2013
CONSULTANT CONTRACTS BY VENDOR

Vendor Name	Contract number	PROJECT	Pcc desc	OBJECT	Obj Desc	Contract Record (system)Creation date	Contract Header Description	Contract Expiration Date	Values			
									Sum of Encumbered amount	Sum of Amount billed	Sum of Amount Not Billed	
22ND CENTURY STAFFING, INC.	ISD10025-01	11011001	IS Admin Operating Unit - Administration	0407	Consultants-Information Systems	20-Jun-2011	Key Personnel Vamshi Krishna to provide IT Developer maintenance and support for V3 transition	31-Mar-2014	-	-	-	
		45117032	CCMS	0407	Consultants-Information Systems	20-Jun-2011	Key Personnel Vamshi Krishna to provide IT Developer maintenance and support for V3 transition	31-Mar-2014	274,320.00	270,720.00	3,600.00	
		45117067	California Case Management System	0407	Consultants-Information Systems	20-Jun-2011	Key Personnel Vamshi Krishna to provide IT Developer maintenance and support for V3 transition	31-Mar-2014	178,560.00	87,840.00	90,720.00	
	ISD10025-01 Total								452,880.00	358,560.00	94,320.00	
ADP, INC.	1010254A	10022001	Accounting Svcs - Administration	0407	Consultants-Information Systems	01-Aug-2006	Provide services for setup and customization of new ADP application, ADP to provide payroll for Assigned Judges program	30-Sep-2016	40,000.00	24,455.31	15,544.69	
		11061002	ERP/AOC Applications	0407	Consultants-Information Systems	01-Aug-2006	Provide services for setup and customization of new ADP application, ADP to provide payroll for Assigned Judges program	30-Sep-2016	82,370.93	82,370.93	-	
		11062001	Administrative Systems Development	0407	Consultants-Information Systems	01-Aug-2006	Provide services for setup and customization of new ADP application, ADP to provide payroll for Assigned Judges program	30-Sep-2016	13,548.07	13,548.07	-	
	1010254A Total								135,919.00	120,374.31	15,544.69	
ALEXAN INTERNATIONAL, INC.	1022353	45117032	CCMS	0407	Consultants-Information Systems	25-Feb-2011	Awardee of ISD-01-2011-RB Transition Program for Court Case Management System (CCMS-V3)	31-Dec-2013	350,887.98	350,887.98	-	
		45117067	California Case Management System	0407	Consultants-Information Systems	25-Feb-2011	Awardee of ISD-01-2011-RB Transition Program for Court Case Management System (CCMS-V3)	31-Dec-2013	188,480.00	110,200.00	78,280.00	
	1022353 Total								539,367.98	461,087.98	78,280.00	
	ISD11007-01	45111077	Testing Tools	0407	Consultants-Information Systems	24-Feb-2012	Day-to-day support and administration for the Enterprise Test Management Suite	30-Sep-2013	189,772.00	183,084.00	6,688.00	
		45111111	Testing Tools	0407	Consultants-Information Systems	24-Feb-2012	Day-to-day support and administration for the Enterprise Test Management Suite	30-Sep-2013	207,328.00	140,448.00	66,880.00	
	ISD11007-01 Total								397,100.00	323,532.00	73,568.00	
ALL STAR CONSULTING, INC.	1022354	45117032	CCMS	0407	Consultants-Information Systems	25-Feb-2011	Awardee of ISD-01-2011-RB Transition Program for Court Case Management System (CCMS-V3)	31-Dec-2013	331,176.34	319,841.94	11,334.40	
		45117067	California Case Management System	0407	Consultants-Information Systems	25-Feb-2011	Awardee of ISD-01-2011-RB Transition Program for Court Case Management System (CCMS-V3)	31-Dec-2013	175,683.20	72,965.20	102,718.00	
	1022354 Total								506,859.54	392,807.14	114,052.40	
	HR11001-01	12051001	HRMIS Operating Unit - Administration	0407	Consultants-Information Systems	23-Jun-2012	HREMS IT Developer	31-May-2014	218,040.00	199,323.18	18,716.82	
				0416	Consultants-HR	23-Jun-2012	HREMS IT Developer	31-May-2014	225,348.00	17,881.47	207,466.53	
	HR11001-01 Total								443,388.00	217,204.65	226,178.35	
	ISD11005-01	11061302	CAFM (Fund 3037)	0407	Consultants-Information Systems	31-Jan-2012	IT Developer	31-Dec-2013	305,112.32	217,993.50	87,118.82	
	ISD11005-01 Total								305,112.32	217,993.50	87,118.82	
	ISD11019-01	45117032	CCMS	0407	Consultants-Information Systems	09-Jun-2012	Application Architect - Harmanjit Nagra	31-Mar-2014	251,486.24	240,508.71	10,977.53	
		45117067	California Case Management System	0407	Consultants-Information Systems	09-Jun-2012	Application Architect - Harmanjit Nagra	31-Mar-2014	256,365.24	60,994.18	195,371.06	
	ISD11019-01 Total								507,851.48	301,502.89	206,348.59	
		ISD11022-01	45117032	CCMS	0407	Consultants-Information Systems	27-Apr-2012	Key Personnel to serve as Database Administrator and provide maintenance and support for CCMS applications (V2) and related Infrastructure	31-Mar-2014	213,408.00	208,232.64	5,175.36
			45117067	California Case Management System	0407	Consultants-Information Systems	27-Apr-2012	Key Personnel to serve as Database Administrator and provide maintenance and support for CCMS applications (V2) and related Infrastructure	31-Mar-2014	212,129.28	35,206.62	176,922.66
ISD11022-01 Total								425,537.28	243,439.26	182,098.02		
ISD11023-01	45117032	CCMS	0407	Consultants-Information Systems	09-Jun-2012	IT Developer - Brown Eyes	31-Mar-2014	237,120.00	211,612.80	25,507.20		
	45117067	California Case Management System	0407	Consultants-Information Systems	09-Jun-2012	IT Developer - Brown Eyes	31-Mar-2014	236,096.00	78,533.28	157,562.72		
ISD11023-01 Total								473,216.00	290,146.08	183,069.92		
ISD11023-02	45117032	CCMS	0407	Consultants-Information Systems	09-Jun-2012	IT Developer - Harapanahalli	31-Mar-2014	184,953.60	180,468.30	4,485.30		
	45117067	California Case Management System	0407	Consultants-Information Systems	09-Jun-2012	IT Developer - Harapanahalli	31-Mar-2014	184,154.88	45,845.65	138,309.23		
ISD11023-02 Total								369,108.48	226,313.95	142,794.53		
ISD11025-01	45117032	CCMS	0407	Consultants-Information Systems	14-May-2012	QA Analyst - Madurai	31-Mar-2014	187,842.80	181,335.92	6,506.88		
	45117067	California Case Management System	0407	Consultants-Information Systems	14-May-2012	QA Analyst - Madurai	31-Mar-2014	184,730.24	45,988.89	138,741.35		
ISD11025-01 Total								372,573.04	227,324.81	145,248.23		
ISD11025-02	45117032	CCMS	0407	Consultants-Information Systems	14-May-2012	QA Analyst - Reddy	31-Mar-2014	150,200.00	138,138.00	12,062.00		
	45117067	California Case Management System	0407	Consultants-Information Systems	14-May-2012	QA Analyst - Reddy	31-Mar-2014	154,115.36	30,906.37	123,208.99		
ISD11025-02 Total								304,315.36	169,044.37	135,270.99		
OCCM111002-01B	13091301	Business Applications Administration	0407	Consultants-Information Systems	14-Jun-2012	Services Nicholas Schwake	30-Apr-2014	414,997.84	165,224.55	249,773.29		
OCCM111002-01B Total								414,997.84	165,224.55	249,773.29		
AMS.NET, INC.	1027050	10024001	Business Services - Administration	0407	Consultants-Information Systems	18-Jun-2013	Upgrade the AOC's CISCO Call Manager Cluster	30-May-2014	24,500.00	2,450.00	22,050.00	
1027050 Total								24,500.00	2,450.00	22,050.00		
APEX SYSTEMS, INC.	1022344	45117032	CCMS	0407	Consultants-Information Systems	25-Feb-2011	Awardee of ISD-01-2011-RB Transition Program for Court Case Management System (CCMS-V3)	31-Dec-2013	262,014.24	256,830.49	5,183.75	
		45117067	California Case Management System	0407	Consultants-Information Systems	25-Feb-2011	Awardee of ISD-01-2011-RB Transition Program for Court Case Management System (CCMS-V3)	31-Dec-2013	148,840.00	62,640.00	86,200.00	
	1022344 Total								410,854.24	319,470.49	91,383.75	
	ISD10019-01	45111073	CCPOR (ROM)	0407	Consultants-Information Systems	29-Jun-2011	CTF worf MA005 Apex ISD10019-01 Mark Feng 6/29/11 - 11/30/12	30-Nov-2013	150,455.76	99,839.98	50,615.78	
		45111110	CCPOR (ROM)	0407	Consultants-Information Systems	29-Jun-2011	CTF worf MA005 Apex ISD10019-01 Mark Feng 6/29/11 - 11/30/12	30-Nov-2013	168,219.20	70,044.80	98,174.40	
		45115083	California Courts' Protective Order Registry	0407	Consultants-Information Systems	29-Jun-2011	CTF worf MA005 Apex ISD10019-01 Mark Feng 6/29/11 - 11/30/12	30-Nov-2013	57,825.63	57,825.63	-	
	ISD10019-01 Total								376,500.59	227,710.41	148,790.18	
ISD11020-01	45117032	CCMS	0407	Consultants-Information Systems	01-May-2012	Keir Henderson	31-Mar-2014	140,320.00	130,793.60	9,526.40		
	45117067	California Case Management System	0407	Consultants-Information Systems	01-May-2012	Keir Henderson	31-Mar-2014	136,479.36	32,468.88	104,010.48		
ISD11020-01 Total								276,799.36	163,262.48	113,536.88		
ASCENT SERVICES GROUP, INC.	1022360	45117032	CCMS	0407	Consultants-Information Systems	25-Feb-2011	Awardee of ISD-01-2011-RB Transition Program for Court Case Management System (CCMS-V3)	30-Dec-2013	297,199.52	297,199.52	-	
		45117067	California Case Management System	0407	Consultants-Information Systems	25-Feb-2011	Awardee of ISD-01-2011-RB Transition Program for Court Case Management System (CCMS-V3)	30-Dec-2013	158,720.00	65,280.00	93,440.00	
	1022360 Total								455,919.52	362,479.52	93,440.00	
	ISD10001-01	45111106	Data Integration	0407	Consultants-Information Systems	25-Jun-2011	CTF work Ascent MA014 ISD10001-01 S. Bandari 6/27/11 - 5/31/13	31-May-2014	476,155.20	227,992.10	248,163.10	
		45115077	Data Integration Standards	0407	Consultants-Information Systems	25-Jun-2011	CTF work Ascent MA014 ISD10001-01 S. Bandari 6/27/11 - 5/31/13	31-May-2014	185,975.70	185,975.70	-	
	ISD10001-01 Total								662,130.90	413,967.80	248,163.10	
	ISD11001-01	45111096	Uniform Fees	0407	Consultants-Information Systems	28-Nov-2011	Awardee of WORF ISD11001	30-Sep-2013	204,160.00	200,037.20	4,122.80	
	45111112	Uniform Fees	0407	Consultants-Information Systems	28-Nov-2011	Awardee of WORF ISD11001	30-Sep-2013	205,000.00	149,435.88	55,564.12		
ISD11001-01 Total								409,160.00	349,473.08	99,686.92		

JUDICIAL COUNCIL OF CALIFORNIA / ADMINISTRATIVE OFFICE OF THE COURTS
 AOC ACTIVE CONTRACTS - SEPTEMBER 19, 2013
 CONSULTANT CONTRACTS BY VENDOR

Vendor Name	Contract number	PROJECT	Proc desc	OBJECT	Obj Desc	Contract Record (system)Creation date	Contract Header Description	Contract Expiration Date	Values		
									Sum of Encumbered amount	Sum of Amount billed	Sum of Amount Not Billed
BOLD PLANNING SOLUTIONS, INC.	ISD11003-01	45111040	Interim Case Management Systems	0407	Consultants-Information Systems	06-Dec-2011	Hermawan Trinh	30-Sep-2013	223,200.00	215,401.00	7,799.00
		45111105	Interim Case Management Systems	0407	Consultants-Information Systems	06-Dec-2011	Hermawan Trinh	30-Sep-2013	228,000.00	166,018.00	61,982.00
	ISD11009-01 Total								451,200.00	381,419.00	69,781.00
	ISD11010-01	45111042	IT Infrastructure- CA Courts Technology Center	0407	Consultants-Information Systems	04-Nov-2011	WORF Ascent ISD11010-01 Crawford 10/7/11 - 9/30/12	30-Sep-2013	218,840.00	191,089.80	27,750.20
		45111107	IT Infrastructure- CA Courts Technology Center	0407	Consultants-Information Systems	04-Nov-2011	WORF Ascent ISD11010-01 Crawford 10/7/11 - 9/30/12	30-Sep-2013	228,160.00	136,206.00	91,954.00
	ISD11010-01 Total								447,000.00	327,295.80	119,704.20
	ISD11013-01	45111042	IT Infrastructure- CA Courts Technology Center	0407	Consultants-Information Systems	04-Nov-2011	WORF Ascent ISD11013-01 N. Moore 10/11/11 - 9/30/12	30-Sep-2013	217,960.00	197,886.70	20,073.30
		45111107	IT Infrastructure- CA Courts Technology Center	0407	Consultants-Information Systems	04-Nov-2011	WORF Ascent ISD11013-01 N. Moore 10/11/11 - 9/30/12	30-Sep-2013	218,240.00	144,411.30	73,828.70
	ISD11013-01 Total								436,200.00	342,298.00	93,902.00
	ISD11021-01	45117032	CCMS	0407	Consultants-Information Systems	16-May-2012	Database Administrator	31-Mar-2014	237,120.00	232,377.60	4,742.40
		45117067	California Case Management System	0407	Consultants-Information Systems	16-May-2012	Database Administrator	31-Mar-2014	238,080.00	59,472.00	178,608.00
	ISD11021-01 Total								475,200.00	291,849.60	183,350.40
	ISD11026-01	45117032	CCMS	0407	Consultants-Information Systems	07-Jun-2012	Service Delivery Manager	31-Mar-2014	242,120.00	228,614.40	13,505.60
		45117067	California Case Management System	0407	Consultants-Information Systems	07-Jun-2012	Service Delivery Manager	31-Mar-2014	238,080.00	59,472.00	178,608.00
	ISD11026-01 Total								480,200.00	288,086.40	192,113.60
1012693	01041001	Emergency Response and Security - Administration	0417	Consultants-Other					45,000.00	45,000.00	-
	43011001	Emergency Response and Security - Administration	0417	Consultants-Other					30,800.00	30,800.00	-
	45011031	Trial Court Security Grants	0417	Consultants-Other					389,623.50	374,223.50	15,400.00
	45431002	Trial Court Security Grants	0417	Consultants-Other					13,200.00	-	13,200.00
1012693 Total									478,623.50	450,023.50	28,600.00
CALIFORNIA CASA ASSOCIATION	1025907	04015050	CIP Basic FY 2012	0417	Consultants-Other				33,600.00	14,000.00	19,600.00
1025907 Total									33,600.00	14,000.00	19,600.00
CAMPBELL, JACQUELYN C.	1027254	04021072	FY 12-13 VAWEP Education	0409	Consultants-Speakers	14-Aug-2013	Faculty for Domestic Violence Forum 2013: Reducing Risk and Lethality, on September 11, 2013, and participate in filming a distance learning educational video on Lethality Assessment on September 12, 2013.	09-Dec-2013	3,000.00	-	3,000.00
1027254 Total									3,000.00	-	3,000.00
CAPTION COLORADO	1025785	52011001	Secretariat	0404	Consultants-Administrative	19-Nov-2012	Caption services for the Judicial Council meetings	18-Dec-2013	3,800.00	1,525.00	2,275.00
		52011002	Judicial Council Activities	0404	Consultants-Administrative	19-Nov-2012	Caption services for the Judicial Council meetings	18-Dec-2013	4,200.00	2,450.00	1,750.00
1025785 Total									8,000.00	3,975.00	4,025.00
CHICAGO TITLE COMPANY	1016542	13051302	Real Estate Management (Fund 3037)	0418	Consultants-Real Estate Services	18-Jun-2008	Title, Escrow, and Related Services July 2008 - June 2011	31-Jul-2014	1,159,588.92	1,159,588.92	-
		13091301	Business Applications Administration	0418	Consultants-Real Estate Services	18-Jun-2008	Title, Escrow, and Related Services July 2008 - June 2011	31-Jul-2014	70,970.23	70,970.23	-
1016542 Total									1,230,559.15	1,230,559.15	-
1024797	13051302	Real Estate Management (Fund 3037)	0418	Consultants-Real Estate Services	05-Apr-2012	Chicago - Add funds		30-Jun-2014	2,000.00	900.00	1,100.00
1024797 Total									2,000.00	900.00	1,100.00
COLLIERS INTERNATIONAL VALUATION & ADVISORY SER.	1018985	13051302	Real Estate Management (Fund 3037)	0418	Consultants-Real Estate Services	09-Jul-2009	Real Estate Appraisal Services 2009-2012	30-Sep-2013	11,400.00	11,400.00	-
1018985 Total									11,400.00	11,400.00	-
COLOSERVE	1010379	11044001	Web Development	0407	Consultants-Information Systems	26-Apr-2006	Infrastructure	31-May-2014	125,024.00	89,891.00	35,133.00
1010379 Total									125,024.00	89,891.00	35,133.00
CONCEPTS 2000 CONSULTING	1017052	45111041	Data Integration	0407	Consultants-Information Systems	29-Oct-2008	DMVQUERY and DMVGATEWAY software maintenance and consulting services	31-Oct-2013	311,588.35	311,588.35	-
		45111106	Data Integration	0407	Consultants-Information Systems	29-Oct-2008	DMVQUERY and DMVGATEWAY software maintenance and consulting services	31-Oct-2013	196,192.75	121,983.50	74,209.25
		45115077	Data Integration Standards	0407	Consultants-Information Systems	29-Oct-2008	DMVQUERY and DMVGATEWAY software maintenance and consulting services	31-Oct-2013	240,802.00	240,802.00	-
1017052 Total									748,583.10	674,373.85	74,209.25
CONGER, JULIE M.	1026235	04021071	FY 12-13 VAWEP Administration	0409	Consultants-Speakers	22-Feb-2013	Contractor will develop a module for the Elder Abuse Benchmark	30-Sep-2013	1,500.00	750.00	750.00
1026235 Total									1,500.00	750.00	750.00
CONSOLIDATED CM, INC.	1024851	13041314	3037 Design and Construction-Administration	0417	Consultants-Other				35,000.00	35,000.00	-
1024851 Total									35,000.00	35,000.00	-
CORVEL ENTERPRISE COMP, INC.	1016000	12101001	Jud. Br. Workers' Comp Program	0404	Consultants-Administrative	28-Apr-2008	Contractor to provide Workers' Compensation Third Party Administrator services	28-Feb-2014	613,829.23	552,649.18	61,180.05
		45129034	JBWCF-Trial Court Administration	0404	Consultants-Administrative	28-Apr-2008	Contractor to provide Workers' Compensation Third Party Administrator services	28-Feb-2014	8,901,271.10	7,848,447.62	1,052,823.48
		45129035	JBWC Trial Court Judges Claims Handling TPA	0404	Consultants-Administrative	28-Apr-2008	Contractor to provide Workers' Compensation Third Party Administrator services	28-Feb-2014	340,593.06	274,727.47	65,865.59
1016000 Total									9,855,693.39	8,675,824.27	1,179,869.12
DATAMAXX APPLIED TECHNOLOGIES, INC.	1016305	11031006	(001) National Criminal History Improvement Project (NCHIP) # 0	0407	Consultants-Information Systems	29-May-2008	Contractor will provide software and work requirements necessary to support the enhancement and expansion of CLETS Access, specifically relating to the OMNIXX CommsServ?, Omnlix Repository, & Omnlix Force Browser software.	31-Oct-2014	37,250.00	37,250.00	-
		45111041	Data Integration	0407	Consultants-Information Systems	29-May-2008	Contractor will provide software and work requirements necessary to support the enhancement and expansion of CLETS Access, specifically relating to the OMNIXX CommsServ?, Omnlix Repository, & Omnlix Force Browser software.	31-Oct-2014	29,521.23	29,521.23	-
		45111109	CLETS Services/Intergration	0407	Consultants-Information Systems	29-May-2008	Contractor will provide software and work requirements necessary to support the enhancement and expansion of CLETS Access, specifically relating to the OMNIXX CommsServ?, Omnlix Repository, & Omnlix Force Browser software.	31-Oct-2014	23,580.00	1,200.00	22,380.00
		45115077	Data Integration Standards	0407	Consultants-Information Systems	29-May-2008	Contractor will provide software and work requirements necessary to support the enhancement and expansion of CLETS Access, specifically relating to the OMNIXX CommsServ?, Omnlix Repository, & Omnlix Force Browser software.	31-Oct-2014	7,000.00	7,000.00	-
		45115084	CCTC Re-hosting	0407	Consultants-Information Systems	29-May-2008	Contractor will provide software and work requirements necessary to support the enhancement and expansion of CLETS Access, specifically relating to the OMNIXX CommsServ?, Omnlix Repository, & Omnlix Force Browser software.	31-Oct-2014	3,300.00	3,300.00	-
		45115097	California Law Enforcement Telecommunications	0407	Consultants-Information Systems	29-May-2008	Contractor will provide software and work requirements necessary to support the enhancement and expansion of CLETS Access, specifically relating to the OMNIXX CommsServ?, Omnlix Repository, & Omnlix Force Browser software.	31-Oct-2014	-	-	-

JUDICIAL COUNCIL OF CALIFORNIA / ADMINISTRATIVE OFFICE OF THE COURTS
 AOC ACTIVE CONTRACTS - SEPTEMBER 19, 2013
 CONSULTANT CONTRACTS BY VENDOR

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									Sum of Encumbered amount	Sum of Amount billed	Sum of Amount Net Billed
DATAMAXX APPLIED TECHNOLOGIES, INC.	1016305 Total						Awardee of ISD-01-2011-RB Transition Program for Court Case Management System (CCMS-V3)	31-Dec-2013	100,651.23	78,271.23	22,380.00
DELAISOFT, INC.	1022356	45117032	CCMS	0407	Consultants-Information Systems	25-Feb-2011	Awardee of ISD-01-2011-RB Transition Program for Court Case Management System (CCMS-V3)	31-Dec-2013	302,446.70	294,306.70	8,140.00
	1022356 Total	45117067	California Case Management System	0407	Consultants-Information Systems	15-Feb-2011	Awardee of ISD-01-2011-RB Transition Program for Court Case Management System (CCMS-V3)	31-Dec-2013	183,520.00	85,840.00	97,680.00
	1022358	45117032	CCMS	0407	Consultants-Information Systems	25-Feb-2011	Awardee of ISD-01-2011-RB Transition Program for Court Case Management System (CCMS-V3)	31-Dec-2013	397,218.70	397,218.70	-
	1022358 Total	45117067	California Case Management System	0407	Consultants-Information Systems	25-Feb-2011	Awardee of ISD-01-2011-RB Transition Program for Court Case Management System (CCMS-V3)	31-Dec-2013	270,234.50	139,968.00	130,266.50
DEPARTMENT OF GENERAL SERVICES	1023775	13012301	Risk Management (Fund 3037)	0417	Consultants-Other				150,000.00	6,669.20	143,330.80
DUFF & PHELPS, LLC	1018974	13051302	Real Estate Management (Fund 3037)	0418	Consultants-Real Estate Services	08-Jul-2009	Real Estate Appraisal Services 2009-2012	30-Sep-2013	7,100.00	7,100.00	-
	1018974 Total	45117031	Superior Court "Allowable" Facility Operations	0418	Consultants-Real Estate Services	08-Jul-2009	Real Estate Appraisal Services 2009-2012	30-Sep-2013	3,746.00	3,746.00	-
EDP MANAGEMENT, INC.	1026111	04011001	CFCC Operating Unit - Administration	0407	Consultants-Information Systems	31-Jan-2013	CASA Tracker	30-Nov-2013	53,000.00	24,320.00	28,680.00
	1026111 Total								53,000.00	24,320.00	28,680.00
EL DORADO COUNTY	1025363	45047039	Court Appointed Counsel - Juvenile Dependency Counsel Collect	0417	Consultants-Other				-	-	-
	1025363 Total	45047049	Court Appointed Counsel - Juvenile Dependency Counsel	0417	Consultants-Other				35,000.00	-	35,000.00
							Contractor to provide prelitigation legal & investigation services of employment matters for California Superior Courts as assigned by Project Manager		35,000.00	-	35,000.00
EMPLOYMENT ADVISORS	1007665	45021003	Litigation Mgmt Prog- Attorneys Fees	0745	Trial Courts - Consultants - Other	13-Apr-2005	Contractor to provide prelitigation legal & investigation services of employment matters for California Superior Courts as assigned by Project Manager	31-Dec-2013	10,000.00	10,000.00	-
		45021033	Litigation Mgmt Prog- Attorneys Fees	0416	Consultants-HR	13-Apr-2005	Contractor to provide prelitigation legal & investigation services of employment matters for California Superior Courts as assigned by Project Manager	31-Dec-2013	55,945.76	35,628.02	20,317.74
	1007665 Total			0745	Trial Courts - Consultants - Other	13-Apr-2005	Contractor to provide prelitigation legal & investigation services of employment matters for California Superior Courts as assigned by Project Manager	31-Dec-2013	30,000.00	30,000.00	-
EPI-USE AMERICA, INC.	1026649	14021001	TCAS Phoenix FI - General Fund	0407	Consultants-Information Systems	01-May-2013	Phoenix Staff Augmentation 2013 - 2016	30-Jun-2016	60,000.00	35,805.00	24,195.00
	1026649 Total	45141101	TCAS - Phoenix FI - TCIMF	0407	Consultants-Information Systems	01-May-2013	Phoenix Staff Augmentation 2013 - 2016	30-Jun-2016	1,656,000.00	-	1,656,000.00
									1,716,000.00	35,805.00	1,680,195.00
ERM-ENVIRONMENTAL RESOURCES MANAGEMENT	1016020	13071302	Environmental Analysis and Compliance	0417	Consultants-Other				178,783.31	178,783.31	-
	1016020 Total	45137031	Superior Court "Allowable" Facility Operations	0405	Consultants-Architectural	30-Apr-2008	Environmental Consulting Services 2008-2012	30-Dec-2013	124,464.53	124,464.53	-
ERNST & YOUNG ADVISORY, INC.	1015258	13022034	LA County, New Long Beach Courthouse - ENVIROS	0417	Consultants-Other				1,028,300.00	912,775.00	115,525.00
	1015258 Total	13042301	Major Capital Projects - Study Phase (Fund 3037)	0417	Consultants-Other				958,465.50	958,465.50	-
									1,986,765.50	1,871,240.50	115,525.00
HAVEN FALLS MOTION PICTURE PRODUCTIONS	1025243	45021110	Alternative Dispute Resolution Centers	0417	Consultants-Other				56,000.00	10,000.00	46,000.00
	1025243 Total	45025071	Alternative Dispute Resolution Centers	0417	Consultants-Other				-	-	-
HEISLER, CANDACE J.	1026922	04021071	FY 12-13 VAWEP Administration	0408	Consultants-Edit and Research	20-May-2013	Two chapters of Elder Abuse Benchbook and educational course	30-Sep-2013	12,000.00	-	12,000.00
	1026922 Total	04021072	FY 12-13 VAWEP Education	0409	Consultants-Speakers	20-May-2013	Two chapters of Elder Abuse Benchbook and educational course	30-Sep-2013	2,000.00	-	2,000.00
									14,000.00	-	14,000.00
HPM ENGINEERING & INSPECTION	1024255	13041314	3037 Design and Construction-Administration	0417	Consultants-Other				60,000.00	60,000.00	-
	1024255 Total								60,000.00	60,000.00	-
HUGHES ASSOCIATES, INC.	1016599A	13061220	Trial Court Facilities Risk Management	0417	Consultants-Other				14,850.00	14,850.00	-
	1016599A Total	41012301	Risk Management (Fund 3037)	0417	Consultants-Other				30,800.00	7,230.00	23,570.00
									45,650.00	22,080.00	23,570.00
INFOJINI, INC.	ISD10014-01	11049001	ACCMS	0407	Consultants-Information Systems	28-Jun-2011	CTF work infojini MA010 ISD10014-01 A. Gained 6/29/11 - 5/31/12 P1	30-Oct-2013	486,427.20	409,390.80	77,036.40
	ISD10014-01 Total								486,427.20	409,390.80	77,036.40
	ISD11006-01	45111036	ERP -Court Acctng and Reptng System (CARS)	0407	Consultants-Information Systems	02-Nov-2011	Contractor to provide BASIS and architecture support for Phoenix (SAP) program	30-Sep-2013	265,028.00	243,996.66	21,031.34
	ISD11006-01 Total	45111103	ERP -Court Acctng and Reptng System (CARS)	0407	Consultants-Information Systems	02-Nov-2011	Contractor to provide BASIS and architecture support for Phoenix (SAP) program	30-Sep-2013	293,646.00	186,472.44	113,173.56
									564,674.00	430,469.10	134,204.90
	ISD12001-01	11021004	CA Courts Protective Order Registry	0407	Consultants-Information Systems	13-Dec-2012	Deployment activities for 10 new courts for CCPOR Deployment Phase II	30-Sep-2013	230,200.86	141,750.71	88,450.15
	ISD12001-01 Total								230,200.86	141,750.71	88,450.15
	ISD12003-02	45111106	Data Integration	0407	Consultants-Information Systems	15-May-2013	TIBCO Senior Development Engineer	30-Apr-2014	213,700.00	29,321.60	184,378.40
	ISD12003-02 Total								213,700.00	29,321.60	184,378.40
INNOVASAFE, INC.	1000888-ES	45111013	Interim Case Management Systems	0743	Trial Courts - Consultants-IT	26-Jun-2003	Source Code Escrow Agreement for Sustain Code	30-Apr-2014	8,400.00	8,400.00	-
	1000888-ES Total	45111040	Interim Case Management Systems	0407	Consultants-Information Systems	26-Jun-2003	Source Code Escrow Agreement for Sustain Code	30-Apr-2014	8,400.00	8,400.00	-
				0743	Trial Courts - Consultants-IT	26-Jun-2003	Source Code Escrow Agreement for Sustain Code	30-Apr-2014	5,000.00	5,000.00	-
				0407	Consultants-Information Systems	26-Jun-2003	Source Code Escrow Agreement for Sustain Code	30-Apr-2014	4,200.00	-	4,200.00
				0407	Consultants-Information Systems	26-Jun-2003	Source Code Escrow Agreement for Sustain Code	30-Apr-2014	11,800.00	11,800.00	-
				0743	Trial Courts - Consultants-IT	26-Jun-2003	Source Code Escrow Agreement for Sustain Code	30-Apr-2014	11,400.00	11,400.00	-
									49,200.00	45,000.00	4,200.00
INTEGRA REALTY RESOURCES - METRO LA	1019073	13051302	Real Estate Management (Fund 3037)	0418	Consultants-Real Estate Services	05-Aug-2009	Real Estate Appraisal Services 2009-2012	30-Sep-2013	20,000.00	20,000.00	-
	1019073 Total								20,000.00	20,000.00	-
JUSTICE EDUCATION SOCIETY OF BRITISH COLUMBIA	1025245	04011006	Elkins Family Law Task Force	0407	Consultants-Information Systems	21-Jun-2012	Customization of existing web-based family resources; hosting services	30-May-2014	15,975.00	1,200.00	14,775.00
	1025245 Total	45041032	Self-Represented Litigants Statewide Support	0407	Consultants-Information Systems	21-Jun-2012	Customization of existing web-based family resources; hosting services	30-May-2014	36,875.00	19,700.00	17,175.00
JUVENILE LAW SOCIETY	1026419	45047046	CAC Training	0417	Consultants-Other				85,000.00	46,761.04	40,238.96
	1026419 Total								85,000.00	46,761.04	40,238.96
LLOP, CRISTINA	1025276	04011006	Elkins Family Law Task Force	0417	Consultants-Other				10,000.00	10,000.00	-
		04012002	AB 1058 Ref 001	0417	Consultants-Other				10,000.00	10,000.00	-

JUDICIAL COUNCIL OF CALIFORNIA / ADMINISTRATIVE OFFICE OF THE COURTS
 AOC ACTIVE CONTRACTS - SEPTEMBER 19, 2013
 CONSULTANT CONTRACTS BY VENDOR

Vendor Name	Contract number	PROJECT	Proj Desc	OBJECT	Obj Desc	Contract Record (system)Creation date	Contract Header Description	Contract Expiration Date	Values		
									Sum of Encumbered amount	Sum of Amount billed	Sum of Amount Not Billed
LLOP, CRISTINA	1025276	04015050	CIP Basic FY 2012	0417	Consultants-Other				10,000.00	10,000.00	-
		04017015	KCWA Compliance	0417	Consultants-Other				2,958.29	2,958.29	-
		45041032	Self-Represented Litigants Statewide Support	0417	Consultants-Other				73,041.71	42,493.25	30,548.46
		45041101	Self-Represented Litigants Statewide Support	0417	Consultants-Other				26,000.00	25,930.00	50,070.00
		45047045	Sargent Shriver Project	0417	Consultants-Other				2,000.00	2,000.00	-
		45047050	Sargent Shriver Project FY 12 forward	0417	Consultants-Other				8,000.00	8,000.00	-
		1025276 Total							192,000.00	111,381.54	80,618.46
		MONO GROUP, INC.	ISD10021-01	45111101	IT Infrastructure-Telecommunications	0407	Consultants-Information Systems	17-Jun-2011	Key Personnel Kackie Cohen to provide Technical Project Management for Telecomm LAN/WAN project	30-Nov-2013	217,360.00
45115076	IT Infrastructure-Telecommunications			0407	Consultants-Information Systems	17-Jun-2011	Key Personnel Kackie Cohen to provide Technical Project Management for Telecomm LAN/WAN project	30-Nov-2013	217,685.60	217,685.60	-
ISD10021-01 Total								435,045.60	435,045.60	76,661.20	
ISD10022-01	45111042		IT Infrastructure- CA Courts Technology Center	0407	Consultants-Information Systems	25-Jun-2011	CTF WOLF MA011 Mono Group Leonard Kwok ISD10022-01 6/13/11 - 5/31/12 per Raul Ortega	31-May-2014	485,467.57	481,997.57	3,470.00
	45111107		IT Infrastructure- CA Courts Technology Center	0407	Consultants-Information Systems	25-Jun-2011	CTF WOLF MA011 Mono Group Leonard Kwok ISD10022-01 6/13/11 - 5/31/12 per Raul Ortega	31-May-2014	247,000.00	41,580.00	205,420.00
ISD10022-01 Total								732,467.57	523,577.57	208,890.00	
ISD11008-01	45111042		IT Infrastructure- CA Courts Technology Center	0407	Consultants-Information Systems	04-Nov-2011	WORF Mono Group ISD11008-01 Morocco 10/7/11 - 9/30/12	30-Sep-2013	264,524.00	246,283.54	18,240.46
	45111107		IT Infrastructure- CA Courts Technology Center	0407	Consultants-Information Systems	04-Nov-2011	WORF Mono Group ISD11008-01 Morocco 10/7/11 - 9/30/12	30-Sep-2013	264,384.00	14,434.20	249,949.80
ISD11008-01 Total								528,908.00	260,717.74	268,190.26	
ISD11031-01	45111042		IT Infrastructure- CA Courts Technology Center	0407	Consultants-Information Systems	22-Jun-2012	Staff Augmentation WORK ORDER - Key Personnel to provide Infrastructure Architecture Support for deployment of applic. as svcs. in support of the CA Courts Technology Center (CCTC) Program ["John Yee"]	30-Apr-2014	248,360.00	239,896.80	8,463.20
		IT Infrastructure- CA Courts Technology Center	0407	Consultants-Information Systems	22-Jun-2012	Staff Augmentation WORK ORDER - Key Personnel to provide Infrastructure Architecture Support for deployment of applic. as svcs. in support of the CA Courts Technology Center (CCTC) Program ["John Yee"]	30-Apr-2014	257,920.00	65,894.40	192,025.60	
	ISD11031-01 Total							506,280.00	305,791.20	200,488.80	
	ISD11032-01	45111101	IT Infrastructure-Telecommunications	0407	Consultants-Information Systems	23-Jun-2012	Technical Analyst - NISAS	31-May-2014	-	-	-
		45111106	Data Integration	0407	Consultants-Information Systems	23-Jun-2012	Technical Analyst - NISAS	31-May-2014	232,700.00	138,206.80	94,493.20
		45111109	CLETS Services/Integration	0407	Consultants-Information Systems	23-Jun-2012	Technical Analyst - NISAS	31-May-2014	227,700.00	122,282.00	105,418.00
		45115077	Data Integration Standards	0407	Consultants-Information Systems	23-Jun-2012	Technical Analyst - NISAS	31-May-2014	-	-	-
		45115097	California Law Enforcement Telecommunications	0407	Consultants-Information Systems	23-Jun-2012	Technical Analyst - NISAS	31-May-2014	-	-	-
	ISD11032-01 Total							460,400.00	260,488.80	199,911.20	
	ISD12004-01	45111107	IT Infrastructure- CA Courts Technology Center	0407	Consultants-Information Systems	19-Apr-2013	Cindy Nguyen - Technical Analyst	31-Mar-2014	232,240.00	77,418.00	154,822.00
ISD12004-01 Total							232,240.00	77,418.00	154,822.00		
NORTHWEST PROFESSIONAL CONSORTIUM, INC.	1025205	04031015	Cal Endowment Parolee Reentry Program	0408	Consultants-Edit and Research	09-Jun-2012	Awardee of RFP FCCE-201102-RB California Parolee Reentry Evaluation Project	03-Feb-2014	99,922.00	15,595.00	84,327.00
		1025205 Total						99,922.00	15,595.00	84,327.00	
		1025209	45047045	Sargent Shriver Project	0417	Consultants-Other			379,564.00	289,564.00	90,000.00
		45047050	Sargent Shriver Project FY 12 forward	0417	Consultants-Other				199,995.00	80,000.00	119,995.00
		1025209 Total							579,559.00	369,564.00	209,995.00
ORBACH, HUFF & SUAREZ, LLP	1022979	13041314	3037 Design and Construction-Administration	0417	Consultants-Other			60,000.00	59,999.70	0.30	
		1022979 Total						60,000.00	59,999.70	0.30	
ORRICK, HERRINGTON & ET AL, LLP	1016601	13091301	Business Applications Administration	0407	Consultants-Information Systems	26-Jun-2008	Contractor shall assign attorneys and paralegals to provide legal assistance	31-Dec-2013	50,833.53	50,833.53	-
		45071035	CCMS-Development Staff & Prog Mgt. (Support)	0407	Consultants-Information Systems	26-Jun-2008	Contractor shall assign attorneys and paralegals to provide legal assistance	31-Dec-2013	200,000.00	200,000.00	-
		45071037	CCMS (California Case Management System)	0407	Consultants-Information Systems	26-Jun-2008	Contractor shall assign attorneys and paralegals to provide legal assistance	31-Dec-2013	325,000.00	325,000.00	-
		45081037	Trial Court Financial Svcs -Phoenix Project (Support)	0407	Consultants-Information Systems	26-Jun-2008	Contractor shall assign attorneys and paralegals to provide legal assistance	31-Dec-2013	30,059.16	30,059.16	-
		45111041	Data Integration	0407	Consultants-Information Systems	26-Jun-2008	Contractor shall assign attorneys and paralegals to provide legal assistance	31-Dec-2013	255.00	255.00	-
		45115082	Technology Center (Model Court Services Bureau Project)	0407	Consultants-Information Systems	26-Jun-2008	Contractor shall assign attorneys and paralegals to provide legal assistance	31-Dec-2013	29,366.05	29,366.05	-
		1016601 Total							635,513.74	635,513.74	-
		PARSONS ENVIRONMENT & INFRASTRUCTURE GROUP, INC.	1021212	13022034	LA County, New Long Beach Courthouse - ENVIROS	0405	Consultants-Architectural	24-Jun-2010	Contractor to Provide PM Services for the Long Beach Performance Based Infrastructure Project	21-Oct-2013	52,000.00
13041314	3037 Design and Construction-Administration			0405	Consultants-Architectural	24-Jun-2010	Contractor to Provide PM Services for the Long Beach Performance Based Infrastructure Project	21-Oct-2013	86,667.00	86,667.00	-
13042301	Major Capital Projects - Study Phase (Fund 3037)			0405	Consultants-Architectural	24-Jun-2010	Contractor to Provide PM Services for the Long Beach Performance Based Infrastructure Project	21-Oct-2013	306,000.00	306,000.00	-
0417	Consultants-Other							299,952.83	299,952.83	-	
41042301	Major Capital Projects - Study Phase (Fund 3037)			0405	Consultants-Architectural	24-Jun-2010	Contractor to Provide PM Services for the Long Beach Performance Based Infrastructure Project	21-Oct-2013	300,000.00	205,746.30	94,253.70
1021212 Total									1,044,619.83	950,366.13	94,253.70
PEGASUS GLOBAL HOLDINGS, INC.	1024456	13041314	3037 Design and Construction-Administration	0417	Consultants-Other			537,330.00	537,330.00	-	
		41012301	Risk Management (Fund 3037)	0417	Consultants-Other			98,655.00	36,655.50	61,999.50	
1024456 Total							635,985.00	573,985.50	61,999.50		
PHILLIBER RESEARCH ASSOCIATES	1025210	16023001	Promising and Effective Programs	0417	Consultants-Other			20,545.00	4,745.00	15,800.00	
		16023003	California Justice Corps-CV-Support-Year 8	0417	Consultants-Other			1,955.00	1,955.00	-	
		16023004	California Justice Corps-CV-Support-Year 9 FY 12/13	0417	Consultants-Other			6,500.00	6,500.00	-	
1025210 Total							29,000.00	13,200.00	15,800.00		
PRO BONO NET, INC.	1018752	45041032	Self-Represented Litigants Statewide Support	0407	Consultants-Information Systems	16-Jun-2009	Access to the National Public Automated Document Online website.	30-Apr-2014	21,150.00	21,150.00	-
		45045073	Interactive Software-Self-Rep Electronic Forms	0407	Consultants-Information Systems	16-Jun-2009	Access to the National Public Automated Document Online website.	30-Apr-2014	8,850.00	8,850.00	-
1018752 Total							30,000.00	30,000.00	-		
PROMETRIC, INC.	1025147	16024001	Court Interpreters Program	0404	Consultants-Administrative	30-May-2012	Court interpreter exam administration services.	30-Apr-2017	116,200.00	-	116,200.00
		16024002	Court Interpreters Fund - Administration	0404	Consultants-Administrative	30-May-2012	Court interpreter exam administration services.	30-Apr-2017	310,862.75	120,700.00	190,162.75
		45161104	Court Interpreters Program Testing, Development and Implem	0404	Consultants-Administrative	30-May-2012	Court interpreter exam administration services.	30-Apr-2017	25,887.25	8,150.00	17,737.25
		45165004	Court Interpreters Program Testing, Development and Implem	0404	Consultants-Administrative	30-May-2012	Court interpreter exam administration services.	30-Apr-2017	-	-	-

JUDICIAL COUNCIL OF CALIFORNIA / ADMINISTRATIVE OFFICE OF THE COURTS
AOC ACTIVE CONTRACTS - SEPTEMBER 19, 2013
CONSULTANT CONTRACTS BY VENDOR

Vendor Name	Contract number	PROJECT	Poc desc	OBJECT	Obj Desc	Contract Record (system)Creation date	Contract Header Description	Contract Expiration Date	Values		
									Sum of Encumbered amount	Sum of Amount billed	Sum of Amount Not Billed
PROMETRIC, INC.	1025147 Total						Awardee of ISD-01-2011-RB Transition Program for Court Case Management System (CCMS-V3)		452,950.00	128,850.00	324,100.00
RIPCORD TECHNOLOGY, INC.	1022409	45117032	CCMS	0407	Consultants-Information Systems	04-Mar-2011	Awardee of ISD-01-2011-RB Transition Program for Court Case Management System (CCMS-V3)	31-Dec-2013	291,717.97	291,717.97	-
		45117067	California Case Management System	0407	Consultants-Information Systems	04-Mar-2011	Awardee of ISD-01-2011-RB Transition Program for Court Case Management System (CCMS-V3)	31-Dec-2013	158,720.00	37,760.00	120,960.00
	1022409 Total								450,437.97	329,477.97	120,960.00
ROBINSON, SANFORD BEST	1027268	45051105	Trial Court Faculty - Statewide Education Programs	0409	Consultants-Speakers	16-Aug-2013	Speaker at the Juvenile Dependency Orientation in San Francisco, CA on September 16, 2013	16-Sep-2013	250.00	-	250.00
	1027268 Total								250.00	-	250.00
									161,166.00	115,776.01	45,389.99
RUTHERFORD & CHEKENE, INC.	1027301	41012301	Risk Management (Fund 3037)	0417	Consultants-Other				1,200.00	-	1,200.00
	1027301 Total						Margaret Lee will serve as faculty for the Child Development and Domestic Violence and Custody courses at the Primary Assignments Orientations program on September 17, 2013 from 10:30 AM to 4:30 PM, and September 18, 2013 from 8:30 AM in SF		1,200.00	-	1,200.00
S. MARGARET LEE PSYCHOLOGY, INC.	1027286	04021072	FY 12-13 VAWEP Education	0409	Consultants-Speakers	21-Aug-2013		18-Sep-2013	1,000.00	-	1,000.00
	1027286 Total								1,000.00	-	1,000.00
SCHWINDTEC, INC.	1025242	45021110	Alternative Dispute Resolution Centers	0417	Consultants-Other				33,950.00	12,000.00	21,950.00
		45025071	Alternative Dispute Resolution Centers	0417	Consultants-Other				-	-	-
	1025242 Total								33,950.00	12,000.00	21,950.00
SCIENCE APPLICATIONS INTERNATIONAL CORPORATION	1015771	01022001	Statewide Appellate Court Projects	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	876,664.48	876,664.48	-
		04012002	AB 1058 Ref 001	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	32,500.00	32,500.00	-
		11041003	Appellate - Applications	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	799,337.80	799,337.80	-
		11043001	ACCMS	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	676,000.00	676,000.00	-
		11061302	CAFMS (Fund 3037)	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	718,308.10	718,308.10	-
		13091301	Business Applications Administration	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	1,333,761.43	1,333,761.43	-
		16013001	Statewide Appellate Court Projects	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	479,336.84	284,631.26	194,705.58
		45111032	CCMS (California Case Management System)	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	3,250,529.62	3,250,529.62	-
		45111033	IT Infrastructure-Telecommunications	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	257,000.00	257,000.00	-
		45111036	ERP - Court Actcing and Reptng System (CARS)	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	10,644,010.18	10,644,010.18	-
		45111038	Statewide Planning and Development Support	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	2,036,902.51	2,036,902.51	-
		45111039	ERP-Court Human Resources Information System (CHRIS)	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	3,819,764.87	3,819,764.87	-
		45111040	Interim Case Management Systems	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	1,408,019.58	1,408,019.58	-
		45111041	Data Integration	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	3,513,988.75	3,513,988.75	-
		45111042	IT Infrastructure- CA Courts Technology Center	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	8,249,275.51	8,249,275.51	-
		45111068	CCTC - Re-hosting	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	6,732,462.69	6,732,462.69	-
		45111073	CCPDR (ROM)	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	559,224.18	559,224.18	-
		45111077	Testing Tools	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	72,665.11	72,665.11	-
		45111106	Data Integration	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	842,327.14	842,327.14	-
		45111107	IT Infrastructure- CA Courts Technology Center	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	-	-	-
		45115072	Court Human Resources Information System (CHRIS)	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	76,936.84	76,936.84	-
		45115074	ERP-Court Actcing and Reptng System (CARS)	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	86,164.11	86,164.11	-
		45115077	Data Integration Standards	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	3,476,534.55	3,476,534.55	-
		45115078	Interim Case Management Systems	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	994,953.69	994,953.69	-
		45115080	CCMS (California Case Management System)	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	18,614,258.35	18,614,258.35	-
		45115082	Technology Center (Model Court Services Bureau Project)	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	3,058,747.89	3,058,747.89	-
		45115083	California Courts' Protective Order Registry	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	454,199.05	454,199.05	-
		45115084	CCTC Re-hosting	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	28,962,029.47	28,962,029.47	938,555.94
		45117032	CCMS	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	5,387,750.27	5,387,750.27	-
		45117035	CCTC - Oracle ERP License	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	5,636,985.00	5,072,937.00	564,048.00
		45117036	CCMS - Tech Center	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	2,526,737.07	2,526,737.07	-
		45117037	ICMS - Sustain	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	6,025,564.55	6,025,564.55	-
		45117038	CCTC - Network Operations & Support	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	896.25	896.25	-
		45117039	CCTC - Local Network Equipment Support	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	816,903.00	816,903.00	-
		45117041	CCTC - Tech Center	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	360,363.69	360,363.69	-
		45117042	CARS - Tech Center	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	4,904,429.16	6,359,606.28	1,264,822.88
		45117046	ICMS - Tech Center	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	178,380.00	178,380.00	-
		45117050	Int Services Backbone	0407	Consultants-Information Systems	02-Apr-2008	California Court Technology Center Service Provider	30-Sep-2015	127,863,911.73	124,901,779.33	2,962,132.40
SEEVERS JORDAN ZIEGENMEYER	1015771 Total										
	1018984	13051302	Real Estate Management (Fund 3037)	0418	Consultants-Real Estate Services	09-Jul-2009	Real Estate Appraisal Services 2009-2012	30-Sep-2013	-	-	-
	1018984 Total								-	-	-
SOFTWARE MANAGEMENT CONSULTANTS, INC.	ISD10002-01	45111106	Data Integration	0407	Consultants-Information Systems	25-Jun-2011	CTF worf SMCI MA012 ISD10002-01 Gary Gurbhøj 6/29/11 - 5/31/12	31-May-2014	418,140.00	212,606.39	205,533.61
		45115077	Data Integration Standards	0407	Consultants-Information Systems	25-Jun-2011	CTF worf SMCI MA012 ISD10002-01 Gary Gurbhøj 6/29/11 - 5/31/12	31-May-2014	-	-	-
		45117032	CCMS	0407	Consultants-Information Systems	25-Jun-2011	CTF worf SMCI MA012 ISD10002-01 Gary Gurbhøj 6/29/11 - 5/31/12	31-May-2014	177,196.68	177,196.68	-
	ISD10002-01 Total								595,336.68	389,803.07	205,533.61
	ISD11002-01	45111096	Uniform Fees	0407	Consultants-Information Systems	29-Nov-2011	IT Developer WOLF for Unified Civil Fees System	30-Sep-2013	180,808.00	168,007.88	12,800.12
		45111112	Uniform Fees	0407	Consultants-Information Systems	29-Nov-2011	IT Developer WOLF for Unified Civil Fees System	30-Sep-2013	180,602.00	130,981.04	49,620.96
	ISD11002-01 Total								361,410.00	298,988.92	62,421.08
	ISD11004-01	45111040	Interim Case Management Systems	0407	Consultants-Information Systems	09-Jan-2012	project manager for ICMS/Sustain	30-Sep-2013	199,720.00	62,644.72	137,075.28
		45111105	Interim Case Management Systems	0407	Consultants-Information Systems	09-Jan-2012	project manager for ICMS/Sustain	30-Sep-2013	135,920.00	42,519.95	93,400.05
	ISD11004-01 Total								335,640.00	105,164.67	230,475.33
	ISD11012-01	45111106	Data Integration	0407	Consultants-Information Systems	07-Nov-2011	WORF SMCI ISD11012-01 Wu	30-Sep-2013	312,466.57	242,419.63	70,046.94
		45115077	Data Integration Standards	0407	Consultants-Information Systems	07-Nov-2011	WORF SMCI ISD11012-01 Wu	30-Sep-2013	143,874.71	143,874.71	-
	ISD11012-01 Total								456,341.28	386,294.34	70,046.94
	ISD11027-01	45111038	Statewide Planning and Development Support	0407	Consultants-Information Systems	09-Jun-2012	IT Program Manager - Benson	28-Feb-2014	268,000.00	223,645.33	44,354.67
		45111104	Statewide Planning and Development Support	0407	Consultants-Information Systems	09-Jun-2012	IT Program Manager - Benson	28-Feb-2014	265,856.00	74,772.00	191,084.00
	ISD11027-01 Total								533,856.00	298,417.33	235,438.67
	ISD11029-01	45111040	Interim Case Management Systems	0407	Consultants-Information Systems	11-Jun-2012	Service Delivery Manager - Chuck Stostak	28-Feb-2014	206,240.00	163,027.15	43,212.85

JUDICIAL COUNCIL OF CALIFORNIA / ADMINISTRATIVE OFFICE OF THE COURTS
 AOC ACTIVE CONTRACTS - SEPTEMBER 19, 2013
 CONSULTANT CONTRACTS BY VENDOR

Vendor Name	Contract number	PROJECT	Pce desc	OBJECT	Obj Desc	Contract Record (system)Creation date	Contract Header Description	Contract Expiration Date	Values				
									Sum of Encumbered amount	Sum of Amount billed	Sum of Amount Not Billed		
SOFTWARE MANAGEMENT CONSULTANTS, INC.	ISD11029-01 Total	45111105	Interim Case Management Systems	0407	Consultants-Information Systems	11-Jun-2012	Service Delivery Manager - Chuck Szostak	28-Feb-2014	228,160.00	45,310.00	182,850.00		
		45111040	Interim Case Management Systems	0407	Consultants-Information Systems	13-Jun-2012	Senior Business Applications Analyst	31-May-2014	434,400.00	208,337.15	226,062.85		
	ISD11037-01 Total	45111105	Interim Case Management Systems	0407	Consultants-Information Systems	13-Jun-2012	Senior Business Applications Analyst	31-May-2014	256,000.00	51,981.87	204,018.13		
		45111040	Interim Case Management Systems	0407	Consultants-Information Systems	13-Jun-2012	Senior Business Applications Analyst	31-May-2014	159,250.00	5,500.00	153,750.00		
	ISD11037-01 Total	45111104	Statewide Planning and Development Support	0407	Consultants-Information Systems	29-Jan-2013	Awardee of WORF ISD12002 - Enterprise IT Architect	30-Nov-2013	415,250.00	57,481.87	357,768.13		
		45111104	Statewide Planning and Development Support	0407	Consultants-Information Systems	29-Jan-2013	Awardee of WORF ISD12002 - Enterprise IT Architect	30-Nov-2013	275,760.00	142,680.00	133,080.00		
	ISD12002-01 Total	13091301	Business Applications Administration	0407	Consultants-Information Systems	14-Jun-2012	WORF for Sangeetha Ravi	30-Apr-2014	275,760.00	142,680.00	133,080.00		
ISD12002-01 Total	13091301	Business Applications Administration	0407	Consultants-Information Systems	14-Jun-2012	WORF for Sangeetha Ravi	30-Apr-2014	418,586.40	139,418.94	279,167.46			
Awardee of ISD-01-2011-RB Transition Program for Court Case Management System (CCMS-V3)									303,545.86	303,545.86	-		
SPECTRUM TECHNOLOGIES, INC.	1022359 Total	45117032	CCMS	0407	Consultants-Information Systems	25-Feb-2011	Management System (CCMS-V3)	31-Dec-2013	186,853.12	91,919.68	94,933.44		
		45117067	California Case Management System	0407	Consultants-Information Systems	25-Feb-2011	Management System (CCMS-V3)	31-Dec-2013	490,398.98	395,465.54	94,933.44		
STAFF TECH, INC.	ISD12003-01 Total	45111106	Data Integration	0407	Consultants-Information Systems	15-May-2013	TBCO Senior Development Engineer	30-Apr-2014	200,788.00	-	200,788.00		
		45111106	Data Integration	0407	Consultants-Information Systems	15-May-2013	TBCO Senior Development Engineer	30-Apr-2014	200,788.00	-	200,788.00		
SUSTAIN TECHNOLOGIES, INC.	1000888 Total	45111013	Interim Case Management Systems	0743	Trial Courts - Consultants-IT	25-Jan-2002	California Model Case Management System Project	31-May-2014	1,531,100.15	1,531,100.15	-		
		45111040	Interim Case Management Systems	0407	Consultants-Information Systems	25-Jan-2002	California Model Case Management System Project	31-May-2014	1,626,928.35	1,189,725.85	437,202.50		
		45115003	IT Infrastructure-CA Courts Tech Center (CCTC)	0743	Trial Courts - Consultants-IT	25-Jan-2002	California Model Case Management System Project	31-May-2014	905,072.40	905,072.40	-		
		45111105	Interim Case Management Systems	0407	Consultants-Information Systems	25-Jan-2002	California Model Case Management System Project	31-May-2014	200,000.00	3,437.50	196,562.50		
		45115012	IT Infrastructure-CA Courts Tech Center (CCTC)	0743	Trial Courts - Consultants-IT	25-Jan-2002	California Model Case Management System Project	31-May-2014	1,710,277.99	1,710,278.00	(0.01)		
		45115003	Small Counties CMS-Reapprop-Year 2001	0743	Trial Courts - Consultants-IT	25-Jan-2002	California Model Case Management System Project	31-May-2014	1,121,782.00	1,121,782.00	-		
		45115012	Interim Case Management Systems	0743	Trial Courts - Consultants-IT	25-Jan-2002	California Model Case Management System Project	31-May-2014	2,267,569.99	2,267,570.00	(0.01)		
		45115038	Interim Case Management Systems	0743	Trial Courts - Consultants-IT	25-Jan-2002	California Model Case Management System Project	31-May-2014	1,817,959.62	1,817,959.62	-		
		45115078	Interim Case Management Systems	0407	Consultants-Information Systems	25-Jan-2002	California Model Case Management System Project	31-May-2014	1,531,763.50	1,531,763.50	-		
		45117005	JBSIS CMS Compliance - Reappropriation B/A 2000	0743	Trial Courts - Consultants-IT	25-Jan-2002	California Model Case Management System Project	31-May-2014	1,576,740.00	1,576,740.00	-		
		45117051	Plumas Sustain Project	0407	Consultants-Information Systems	25-Jan-2002	California Model Case Management System Project	31-May-2014	890,849.27	890,849.27	-		
		45117053	Plumas Sierra Sustain Project	0407	Consultants-Information Systems	25-Jan-2002	California Model Case Management System Project	31-May-2014	60,138.75	60,138.75	-		
		1000888 Total								15,240,182.02	14,606,417.04	633,764.98	
		TAIT ENVIRONMENTAL SERVICES, INC.	1023363 Total	13071302	Environmental Analysis and Compliance	0417	Consultants-Other				114,343.51	65,005.71	49,337.80
				13071302	Environmental Analysis and Compliance	0417	Consultants-Other				114,343.51	65,005.71	49,337.80
1023743	Environmental Analysis and Compliance			0417	Consultants-Other				356,924.93	174,275.32	182,649.61		
1023743	Environmental Analysis and Compliance			0417	Consultants-Other				356,924.93	174,275.32	182,649.61		
TEXAS LAWYERS FOR CHILDREN	1012770 Total	04017016	California Legal Website Program	0407	Consultants-Information Systems	14-Mar-2007	L.Wilson	31-Mar-2014	31,587.50	31,587.50	-		
		04017020	California Legal Website Program 2006	0407	Consultants-Information Systems	14-Mar-2007	L.Wilson	31-Mar-2014	7,000.00	7,000.00	-		
									38,587.50	38,587.50	-		
TRIUM CORPORATION	1022355 Total	45117032	CCMS	0407	Consultants-Information Systems	25-Feb-2011	Management System (CCMS-V3)	31-Dec-2013	303,550.86	303,550.86	-		
		45117067	California Case Management System	0407	Consultants-Information Systems	25-Feb-2011	Management System (CCMS-V3)	31-Dec-2013	191,853.12	92,673.12	99,180.00		
									495,403.98	396,223.98	99,180.00		
TTG ENGINEERS	1024554 Total	13022094	LA County, New Long Beach Courthouse - ENVIROS	0417	Consultants-Other				91,870.00	25,170.00	66,700.00		
									91,870.00	25,170.00	66,700.00		
URS CORPORATION AMERICAS	1022694 Total	41041301	3037 Design and Construction-Administration	0417	Consultants-Other				7,931.00	-	7,931.00		
									7,931.00	-	7,931.00		
Provide training: legal assistance, representation, and advice through the Litigation Management program for the Superior Courts of the State of California													
VAN DERMYDEN ALLISON LAW CORPORATION	1025313 Total	45021102	Litigation Mgmt Prog- Attorneys Fees	0416	Consultants-HR	23-Jul-2012	State of California	31-Mar-2014	75,000.00	45,839.80	29,160.20		
									75,000.00	45,839.80	29,160.20		
VANDERWEIL FACILITY ADVISORS, INC.	1010046 Total	13064301	3037 Facilities Management AOC Statewide Operating Unit	0407	Consultants-Information Systems	01-Mar-2006	VFA Facility Software	31-Dec-2013	1,600.00	1,600.00	-		
									1,600.00	1,600.00	-		
ZIBA GROUP	1022345 Total	45117032	CCMS	0407	Consultants-Information Systems	25-Feb-2011	Management System (CCMS-V3)	31-Dec-2013	379,283.51	371,922.95	7,360.56		
		45117067	California Case Management System	0407	Consultants-Information Systems	25-Feb-2011	Management System (CCMS-V3)	31-Dec-2013	192,499.09	102,843.38	89,655.71		
		1022347 Total	45117032	CCMS	0407	Consultants-Information Systems	25-Feb-2011	Awardee of RFP ISD 201001-RB Transition Program for CCMS V3	31-Dec-2013	571,782.60	474,766.33	97,016.27	
		45117067	California Case Management System	0407	Consultants-Information Systems	25-Feb-2011	Awardee of RFP ISD 201001-RB Transition Program for CCMS V3	31-Dec-2013	324,383.28	324,383.28	-		
		1022347 Total	45117032	CCMS	0407	Consultants-Information Systems	25-Feb-2011	Awardee of RFP ISD 201001-RB Transition Program for CCMS V3	31-Dec-2013	171,695.36	100,386.40	71,308.96	
		45117067	California Case Management System	0407	Consultants-Information Systems	25-Feb-2011	Awardee of RFP ISD 201001-RB Transition Program for CCMS V3	31-Dec-2013	496,078.64	424,769.68	71,308.96		
		1022350 Total	45117032	CCMS	0407	Consultants-Information Systems	25-Feb-2011	Awardee of RFP ISD 201001-RB Transition Program for CCMS V3	31-Dec-2013	307,998.86	287,921.58	20,077.28	
		45117067	California Case Management System	0407	Consultants-Information Systems	25-Feb-2011	Awardee of RFP ISD 201001-RB Transition Program for CCMS V3	31-Dec-2013	171,695.36	100,386.40	71,308.96		
		1022350 Total								479,694.22	388,307.98	91,386.24	
		1022351 Total	45117032	CCMS	0407	Consultants-Information Systems	25-Feb-2011	Management System (CCMS-V3)	31-Dec-2013	378,287.97	378,287.97	-	
		45117067	California Case Management System	0407	Consultants-Information Systems	25-Feb-2011	Management System (CCMS-V3)	31-Dec-2013	210,324.32	118,586.80	91,737.52		
		1022351 Total								588,612.29	496,874.77	91,737.52	
		CCMS10005-02	45117067	California Case Management System	0407	Consultants-Information Systems	30-Jun-2011	Analyst services for V3 transition	31-May-2014	153,200.00	12,000.00	141,200.00	
				45157005	CCMS V3 Maintenance & Support	0407	Consultants-Information Systems	30-Jun-2011	Analyst services for V3 transition	31-May-2014	290,440.17	288,040.17	2,400.00
		CCMS10005-02 Total									443,640.17	300,040.17	143,600.00
Grand Total									189,255,672.00	172,821,846.02	16,433,825.98		
Contracts outside of the committees oversight													

APPENDIX E
Contract Review Procedures and Form Templates

On the following pages are:

- Procedures for the Committee's Semiannual Review of AOC Contracts
- Contract Review Procedures Checklist
- Contract Review Observations, Comments, and Concerns

**ADVISORY COMMITTEE ON FINANCIAL ACCOUNTABILITY
AND EFFICIENCY FOR THE JUDICIAL BRANCH**

**PROCEDURES FOR THE COMMITTEE'S
SEMIANNUAL REVIEW OF AOC CONTRACTS**

I. Contract listings and statements prepared by AOC management

- A. Systems extract from Oracle
 - 1. Prepare summary report
 - a. All contracts
 - b. AOC contracts showing contracts amounts excluded by policy
 - 2. Prepare listing of all AOC contracts subject to review
- B. Provide a lease agreement for real property, equipment, and vehicles report
- C. Update the list of regular and reoccurring contracts for committee review
- D. New AOC contracts in excess of \$1 million since the last committee review
 - 1. Identify all that meet the criteria
 - 2. Provide short synopsis on the contracts listed
- E. Identify any contracts requested by the Judicial Council or E&P Committee for urgent review.
- F. Identify any existing contracts which have a significant change or amendment in amount, term, purpose, or nature based on committee identified 'triggers.'
- G. Identify any significant changes, trends, or issues in AOC contracting practices for inclusion in the committee's report to the Judicial Council.

II. Contract Review Selection

- A. Identify contract type or category for review and have contract review population report prepared.
- B. Assign contracts to committee members for review (requests for specific contracts by members will be considered)

III. Contract Review Process

Primary contacts regarding the contract process:

General arrangements Susan Reeves, 415-865-4601, Susan.Reeves@jud.ca.gov

AOC Fiscal Services Office, contract policies and procedures technical information:

Accounting: Pat Haggerty, 415-865-7922, Pat.Haggerty@jud.ca.gov

Business Services:

Grant Walker, 415-865-4090, Grant.Walker@jud.ca.gov

Stephen Saddler, 415-865-7989, Stephen.Saddler@jud.ca.gov

Contact the individuals above to provide you with contract background, explanations, and technical assistance.

- A. Provide copy of assigned contract to committee member (electronic copy of entire contract or extract of appropriate sections) and other pertinent documents
 - 1. Request for contract (contract transmittal form, electronic requisition, non-competitive bid request, etc. as appropriate and necessary)

2. Extract sections (different contract templates may have different titles for similar items)
 - a. Cover summary
 - b. Description/statement of work
 - c. Terms and conditions
 - d. Pricing
3. Amendments
 - a. Latest amendment
 - b. Consider reasoning for number of amendments, if numerous
 - c. Schedule detailing the amendments and the purpose of each amendment
- B. Evaluation of program and funding considerations based on review of contract
 1. Identify any policy or procedural issues
 2. Evaluate best or most effective and efficient manner of funding, operational efficiencies, or cost effectiveness that could be achieved by the program.
- C. Other considerations in reviewing the contracts and discussion with office director
 1. Review history of contract from initiation. Consider why AOC needed and still needs the contract.
 2. Determine if this is a regular and reoccurring contract and why it is if it is.
 3. Determine if the contract was competitively procured and if not, why wasn't it.
 4. Determine when the last time the contract was procured and are there option years involved.
 5. Has there been a significant change or amendment in the contract and why?
 6. Who benefits from the contract and to what degree?
 7. Is this the best or most effective and efficient manner of obtaining the services or deliverables in the contract?
- D. Discussion with office director and contract project manager responsible for contract
 1. Contact responsible director and/or manager to discuss contract
 2. Have Susan Reeves arrange meeting via conference call, etc.
- E. Contract review forms
 1. For each contract complete forms provided
 - a. Contract Review Procedures Checklist
 - b. Contract Review Observations, Comments, and Concerns (one form for each contract reviewed)
 2. Submit forms to Susan Reeves for discussion at next committee meeting. The forms will be sent out prior to the committee meeting for review.

IV. Technical advisory assistance

- A. Committee members should identify the specific need for specific technical assistance to the committee chair.
- B. Committee chair and vice-chair to review and seek approval and funding.

V. Committee meeting to present committee member review of contracts

- A. Committee members present results of their reviews to committee
- B. Contract office director / project manager may be invited to meeting to respond to questions
- C. Meeting – in person and periodic video conference by region
 1. Semiannual meeting
 - a. September with data from the six months ending June 30

- b. March with data from the six months ending December 31

VI. Judicial Council Report.

- A. Prepare report on the results of the semiannual review for the Judicial Council
 - 1. Summarize pertinent information on each contract reviewed by type of contract.
 - 2. Ensure required information according to duty statement is provided.
- B. Other information as necessary.

VII. Other miscellaneous

- A. Document any other observations, comments, and concerns for the committee's attention based on your review.

**A&E COMMITTEE
CONTRACT REVIEW PROCEDURES CHECKLIST**

Committee Member _____

Signature _____

Date completed and submitted: _____

Contract Number		
Vendor Name		
Amount Encumbered		
Contract record date		
Contract expiration date		

Procedures Performed (Note 1)			
Review of contract with Business Services/ Office Director			
A	Review contract With Business Services / Program Mgr.		
1	Did you contact Business Services to review the contract?		
2	Were there issues that resulted from that review?		
	If yes, use the comment form.		
3	Did you contact Office Director and/or Program Manager to review the contract?		
4	Were there issues that resulted from that review?		
	If yes, use the comment form.		
General Review of Contract			
A	Contract History		
1	Reviewed history of contract and why AOC is outsourcing the work		
2	Is this a regular and reoccurring contract?		
	How long has this work been provided?		
	Has it been the same vendor?		
3	When was the last time the contract service or good was procured prior to this contract?		
4	Does the AOC benefit from the contract?		
	If not, what entity or entities benefit?		
B	Request for contract		
1	Reviewed documentation requesting the contract.		
2	Request appears reasonable and appropriate		

C	Statement of Work			
	1	Reviewed Statement of Work		
	2	Statement of Work complete, clear, sufficiently detailed scope especially for large dollars, etc.		
	3			
			Contract Number	
D	Pricing / cost			
	1	Reviewed the pricing / cost section of the contract		
	2	Determine section is clear, payment schedule reasonable, retainage (if applicable) reasonable, payment milestones appropriate (e.g., deliverable), etc.		
E	Competitive Procurement			
	1	Was the contract competitively procured?		
		If not, was documentation prepared that reasonably justifies it not being competitively procured (e.g., a non-competitive bid form)?		
	2			
F	Amendments			
	1	Has the contract been amended?		
		How many times has it been amended?		
	2	Were there significant changes or amendments?		
		Were the changes or amendment appropriate and necessary?		
	Program review			
	1	Is this the best or most effective and efficient manner of obtaining the services or deliverables in the contract?		
	2	Are there operational efficiencies or cost effectiveness considerations that can or should be considered by the program?		
	Contract Review Observation, Comments, and Concerns			
	1	Comment form completed and attached (Note 2)		

Committee Meeting Requirements			
1	How much time do you estimate you will need to present the results of your review of the contract?		
2	Will you require the office director and/or the program manager to be present at the meeting?		

Notes:

1. There will be a number of questions on the checklist that simply require a yes or no response. Generally if there is a no response it will result in a comment on the Contract Review Observations, Comments, and Concerns Form.
2. For all comments where additional information or concerns require elaboration, please use the Contract Review Observations, Comments, and Concerns Form.

Remember this is not a review to evaluate compliance with the Judicial Branch Contract

A&E COMMITTEE

CONTRACT REVIEW OBSERVATIONS, COMMENTS, AND CONCERNS

In completing this form, please provide clear and specific comments or impressions. Comments should summarize your observations, concerns or impressions, since the intent is to further explain the comments during your presentation at the committee meeting.

Committee Member _____

Date Completed _____

Contract Reviewed (Vendor) _____

Contract Number _____

CONTRACT REVIEW OBSERVATIONS, COMMENTS, AND CONCERNS

1. Note any general or specific issues you'd like to discuss with the committee about this contract.
2. List any procedural questions that you have for or as a result of your meeting with AOC Business Services staff about the contract or procurement process concerning this contract.
3. Note any programmatic questions that you have for or as a result of your meeting with the AOC office director or project staff. If you need more information, describe what you would like to receive.
4. Offer any relevant information that you've learned during this process that you'd like to share with the committee.
5. Note any recurring issues or trends that came to your attention.