



AGENDA STAFF REPORT

Control: 26001794

MEETING DATE: 10/27/2026
LEGAL ENTITY TAKING ACTION: Board of Supervisors
BOARD OF SUPERVISORS DISTRICT(S): District 2
SUBMITTING AGENCY/DEPARTMENT: Sheriff-Coroner
DEPARTMENT CONTACT PERSON(S): Candice Aubuchon, 714-939-4848
Nathan Wilson, 714-647-1833

SUBJECT: Approve Amendment Number Four to Maughan Thyme Publishing LLC

CEO CONCUR

Concur

COUNTY COUNSEL REVIEW

Approve agreement to form

CLERK OF THE BOARD

DISCUSSION

3 Votes Board Majority

Budgeted: Yes

Current Year Cost: \$10,000

Annual Cost: N/A

Staffing Impact: No

Sole Source: Yes

Current Fiscal Year

Funding Source: Fund 143: 100%

County Audit in Last 3

Revenue: N/A

years: No

Levine Act Review

Completed? Yes

Prior Board Action: 5/6/2025 #10, 8/22/2023 #16

RECOMMENDED ACTION(S):

Authorize the County Procurement Officer or Deputized designee to execute Amendment Number Four to extend the current term of the sole source contract with Maughan Thyme Publishing LLC dba Premier Tech Partners for help desk support for the Commissary operations system for the period of November 9, 2026, through May 8, 2027, in an amount of \$10,000, for a new cumulative amount of \$136,000.

SUMMARY:

Approval of Amendment Number Four to the sole source contract with Maughan Thyme Publishing LLC dba Premier Tech Partners for help desk support of the Commissary operations system will allow the Sheriff-Coroner Department to continue to receive assistance to resolve issues that affect processing inmate orders, maintaining inventory and procuring stock for resale.

BACKGROUND INFORMATION:

The sole source contract with Evolution MS, Inc. dba Premier Computing, Inc. (now Maughan Thyme Publishing LLC dba Premier Tech Partners) (Premier Tech) provides for help desk support of the Sheriff-

Coroner Department's (Sheriff) Inmate Services' Commissary ordering and inventory integrated operations system, including annual maintenance and technical support. This is a sole source contract as Premier Tech is the proprietary vendor for the system software and is the only vendor with the technical expertise and knowledge of system customizations. Premier Tech was directly involved in the design and development of the Commissary ordering and inventory integrated operations system, and has provided ongoing maintenance, support and troubleshooting since 2006.

The following table details the recent Board of Supervisors (Board) approvals of the contract with Premier Tech for help desk support.

<u>Board Approved</u>	<u>Amendment Number or Contract</u>	<u>Contract Term</u>	<u>Contract Amount</u>	<u>Comments</u>
n/a	Contract	11/9/21 - 11/8/23	\$48,000	New contract issued administratively pursuant to the 2021 Contract Policy Manual Section 3.3.
8/22/23	One	11/9/23 - 11/8/24	\$26,000	Board approved renewal.
5/6/25	Two	11/9/24 – 11/8/25	\$26,000	Board approved the retroactive contract assignment and renewal.
n/a	Three	11/9/25 – 11/8/26	\$26,000	Amendment number three issued administratively pursuant to the 2024 Contract Policy Manual Section 3.3.

Sheriff now requests Board approval to of amendment number four to extend the current contract term for a six-month period effective November 9, 2026, through May 8, 2027, in an amount of \$10,000, for a new cumulative amount of \$136,000, as noted in the Recommended Action. This proposed amendment is being submitted for Board approval less than 30 days prior to the contract start date. The delay was due to Sheriff exploring the option of bringing the Commissary inventory system in-house. Sheriff's Inmate Services Division (Inmate Services) is working closely with Sheriff's Technology Division to develop an in-house Commissary inventory system. The new Commissary inventory system will be a ServiceNow Platform component. This contract extension will allow time for the new Commissary inventory system to be brought on-line.

Contractors performance has been confirmed as satisfactory. Sheriff has verified there are no concerns that must be addressed with respect to Contractor's ownership/name, litigation status or conflicts with County interests. This contract does not currently include subcontractors or pass through to other providers. See Attachment B for the Contract Summary Form. The Orange County Preference Policy is not applicable to this sole source contract amendment.

FINANCIAL IMPACT:

Appropriations for this Amendment Number Four are included in the Sheriff-Coroner's FY 2026-27 Budget for Fund 143, Jail Commissary and will be included in the budgeting process for future years. Funding for this contract is derived from proceeds resulting from commissary sales to inmates. The contract is

contingent upon funding availability. In the event funding is reduced or terminated, the County may renegotiate the level of services and/or terminate the contract, as necessary.

STAFFING IMPACT:

N/A

REVIEWING AGENCIES/DEPARTMENTS:

N/A

ATTACHMENTS:

Attachment A - Amendment Number Four to Contract MA-060-21011835

Attachment B - Contract Summary Form