



Williamson County Purchasing Department
901 South Austin Avenue
Georgetown, Texas 78626
(512) 943-3553
www.wilco.org/purchasing
purchase@wilco.org

10/5/15

Williamson County Commissioners Court

Re: Sole Source request from Juvenile Justice Office for cloud based Noble Assessment Platform software

Dear County Judge and Commissioners,

Recently our county Juvenile Services department made a request for the sole source purchase of **cloud based Noble Assessment Platform software**. After reviewing all documentation requested and provided by the Juvenile Services department, **I recommend qualifying this request as a sole source purchase per Texas Local Government Code section 262.003.**

The process has included the following:

- A signed Sole Source Justification Request submitted by Scott Matthew
- A written quote provided by the supplier
- A letter of justification from the supplier, establishing why they their product / service is only available from their company
- A notarized Sole Source Affidavit completed by the supplier
- A signed letter of recommendation from Scott Matthew, Juvenile Services Director
- Publically posting Williamson County's intent to award a sole source contract with this supplier for 14 days, with no responses from any competitive suppliers of any additional solutions that should be considered.

If you have any questions or concerns, please contact me at any time.

Sincerely,

Max Bricka
Williamson County
Purchasing Agent / Director



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Single / Sole Source Justification Request

This request is for a: (choose only one)

- ☐ **Single Source Item** (goods or services are directed to this supplier because of standardization, warranty or other factors)
- ☒ **Sole Source Item** (goods or services are available from ONLY this supplier due to a unique capability, patent, copyright, secret process, or capability to meet the requirements of the solicitation)

Single / Sole Source justification requires additional documentation and requirements as listed below. **One of these steps requires placing a public notice in BidSync for 14 days, in order to allow any possible competitors to come forward with equivalent goods or services.** This step will be completed by the Purchasing Team that supports your office or county department after all required documents have been submitted.

Required Documentation that must accompany this request before this purchase can be considered (any missing documentation will result in delays). *Check all included documents:*

- ☒ This request form completed and signed
- ☒ A written quote from the supplier, listing the goods, services and pricing
- ☒ Letter of justification from the supplier (on company letterhead and signed by an authorized representative) establishing why they are Single / Sole Source
- ☒ Notarized Sole source affidavit completed by the supplier
- ☒ Signed letter of recommendation from the Elected Official or County Department Head

Requestor Name and County Office / Department:

Requestor Title: Scott Matthew

Requestor Phone Number: (512) 943-3206

Requested Single Sole Source Supplier:

Company Name: Noble Software Group

Contact Name: Diana Norris

Address 1320 Yuba St., Suite 2012

City: Redding

State: CA

Zip Code: 96001

Phone Number: (979) 248-6568

Email Address: dnorris@noblesg.com

Website: www.noblesg.com

Is the recommended supplier the manufacturer? ☒ Yes ☐ No

Does the manufacturer sell the item(s) through distributors? ☐ Yes ☒ No

Description of the Product or Service: (If additional space is needed, include a separate page) *Describe the full scope of work, including installation if required, items should include brand, model and part number if applicable.*

Noble is offering the Noble Assessment Platform to Williamson County as a cloud-based service hosted by Noble. The Platform will be delivered with the following assessments: PACT Pre and PACT Full Screen, MAYSI-II, and PREA, and the TJJD Exit Plan. The Assessment Platform allows for an unlimited number of subjects and assessments to be completed by users. Additionally, case planning functionality is included in the platform and allows for unlimited case plans to be completed. Eight standard case plans based on the PACT are included with the product at no extra charge, plus the TJJD Exit Plan. Noble will provide the license, hosting, and on-going maintenance of the assessment platform within Noble's data center. All provisioning of servers, application maintenance, upgrades, and database maintenance will be handled by Noble. Noble will also provide stakeholder training, implementation training, and assessment and case plan training.

Schedule: *Identify the date items are needed to be delivered, or month work is to be performed. Please be specific and do not use "ASAP".*

Prior to end of FY 2015 (09/30/20/15)

Estimated Cost: 48,133

SINGLE / SOLE SOURCE RATIONALE

Complete the following checklist:

The requested supplier is the only source of required item(s) or service(s) because:

Check all that apply:

- ☒ The required item or service is proprietary to the supplier
- ☐ The recommended supplier holds the patent on the requested item(s)
- ☐ The recommended supplier is the only supplier capable of performing the requested service
- ☒ A specific item is needed
- ☐ To be compatible or interchangeable with existing hardware
- ☐ As a spare or replacement hardware
- ☐ For the repair or modification of existing hardware
- ☐ For technical evaluation or testing
- ☐ Have there been any prior attempts to obtain competitive bids or proposals for the items or services that failed?

If so, please list and describe such attempts:

- ☒ There is a substantial risk in selecting another product or service provider.

If so, please describe:

Noble Software Group is the most heavily involved PACT assessment provider in Texas. Noble Software is currently used by approximately 60 other counties in the State of Texas and therefore stay up to date with the needs of juvenile probation departments and legislative changes impacting departments. Noble, unlike any other vendor, also currently serve on several Texas work groups, which allows regular interaction with juvenile probation professionals. Noble could provide quick installation allowing the this department to become complaint with the new legislative requirement mandating all departments use a validated risk assessment tool.

- ☐ It is not possible to obtain competitive bids for consideration.

If so, why:

☐ Are there any other companies who can provide the services or needed items?

If so, please list and provide explanation of why they were unable to meet the requirements:

☒ List any other sources, suppliers, products or service providers that you reviewed in your selection process:

Assessments.com - Provides automated PACT assessment similar to Noble , but does not provide the automatic inter-reliability rating tool and does not provide all TJJD case plans; Does not use Microsoft .NET framework.

Also, after researching Assessments.com It appears their CEO has been heavily involved in litigation and has a questionable reputation.

☒ List all research methods that you reviewed in your selection process (i.e.: specific internet searches, trade publications, references, etc.):

Internet Searches: www.noblesg.com and www.assessments.com

Face-to-face meeting with Diana Norris, President of Noble Software Group.

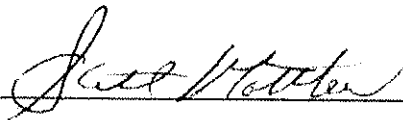
ACKNOWLEDGEMENT

☒ I affirm and acknowledge Williamson County's requirements, justification and criteria for Single / Sole Source purchases. I have gathered the required technical information, provided all required documentation, have made a concerted effort to review comparable / equal equipment or services to the best of my ability, and further affirm that there is no conflict of interest in my recommendation of the selected Item(s), service(s) or supplier.

☒ I also acknowledge and understand that I may be subject to criminal prosecution for the willful falsification of information in this document. I, by the act of signing or typing my name below, hereby certify under penalty of perjury, under the laws of the State of Texas, the foregoing is true and correct.

Date: 09/14/2015

Signature: _____



* By typing your name, this is equivalent to a legal signature

NOTE: After a passage of time, an item or service may no longer qualify as a sole source purchase due to other similar items or services becoming available from other suppliers. Thus, all prior sole source determinations must be reapproved by the Williamson County Purchasing Department following completion of a Single / Sole Source Justification Request Process and satisfactory completion of such process must be noted on requisitions and purchase orders.

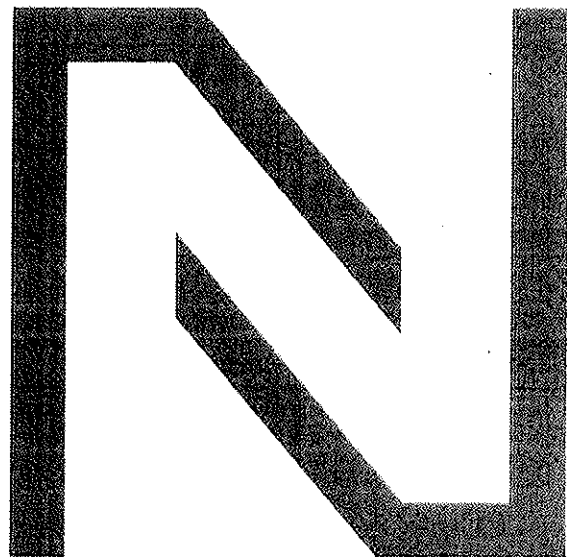
Proposal

Noble Implementation

Agency: Williamson County Juvenile Probation

Date: August 12, 2015

Prepared for: Scott Matthew



Noble

Noble Software Group, LLC

Communication

Please direct all correspondence regarding this statement of work to:

Diana Norris

title: President

email: dnorris@noblesg.com

phone: (979) 248-6568

Aaron Picton

title: Chief Financial Officer

email: apicton@noblesg.com

phone: (530) 276-8487

Summary

Noble is offering the Noble Assessment Platform to Williamson County as a cloud-based service hosted by Noble. The Platform will be delivered with the following assessments: PACT Pre and PACT Full Screen, MAYSI-II, and PREA, and the TJJD Exit Plan.

Deliverables

Deliverable 1: Noble Assessment Platform

Noble will provision a license for the Noble Assessment Platform for 45 users within Williamson County Probation. The Platform will be provisioned with the following automated assessments:

- PACT Pre
- PACT Full
- Residential PACT
- PREA
- MAYSI-II

The Assessment Platform allows for an unlimited number of subjects and assessments to be completed by users. Additionally, case planning functionality is included in the platform and allows for unlimited case plans to be completed. Eight standard case plans based on the PACT are included with the product at no extra charge, plus the TJJD Exit Plan.

Every installation of Noble's Assessment Platform comes standard with our forms designer. This is the same tool Noble Engineers use to build Noble's assessments, and it's available at no charge to users within your agency. This powerful tool allows the creation of custom forms and assessments by your own agency staff that are instantly made available to users. This allows for custom data capture without expensive vendor calls for customization services.

The Assessment Platform comes with documentation and licenses to allow for optional integration with the system-of-record in Williamson County, JCMS. This integration is designed to save time and avoid data entry errors by allowing for single-sign on into the platform, automatic transfer of subject demographic information, and automatic entry of criminal history information. Use of this integration service is completely optional, however, and there is no separate cost associated with activating integration services.

Cloud-based installation of Noble Assessment Platform

Noble will provide the license, hosting, and on-going maintenance of the Assessment Platform within Noble's data center. The application contains an identical set of functionality to the on-premise installation, but all provisioning of servers, application maintenance, upgrades, and database maintenance are handled by Noble.

Requirements

Client computers need to be running Internet Explorer 9 or later to access and utilize the assessment platform and have Adobe Reader installed for the viewing of reports within the system.

Deliverable 2: Training

Noble will send a professional trainer onsite for trainings. Trainings are priced per day of instructor training, and all travel expenses are included in the daily rate for the training. A breakdown of suggested trainings and a proposed schedule for each of the user counts follows. Additional training is available at the rate of \$2,200 per day, and all training expenses are included in the daily rate.

- **Stakeholder Training** – This is a four-hour session held on-site at Williamson County. Judges, prosecutors, law enforcement, and other stakeholders within the juvenile justice community are invited to learn about the implementation process of evidence-based practices, as well as the impact on the services provided to youth within their community. This training time is scheduled to occur along with another implementation training session.
- **Implementation Training** – Implementation trainings are scheduled with key staff members within the Williamson organization. The training is broken up into an initial three-day training and a single follow-up one-day training session. Participants will receive intensive training on the application of the assessment tools and will provide interactive feedback on the business rules that will guide the implementation process.
- **Assessment and Case Plan Training** – This two-day session is designed for line staff and supervisors to learn the assessment tools and the eight guiding principles of effective interventions. Case Plan training includes modules on effective interviewing and the creation of case plans that are actionable, effective, and meaningful in the lives of offenders and their families. This class has a maximum size of 25 participants.
- **Assessment and Case Plan Refresher Training** – This one-day session is scheduled to fall approximately three months after the go-live date of the application. The curriculum is designed to help maintain fidelity to the assessment model and refresh attendees on core principles after

critical experience has been gained. Like the initial assessment training, this class has a 25 student limit.

Training Schedule

Training	Days
Stakeholder	Included / Concurrent
Implementation	4
Assessment and Case Planning	4
Refresh	2

Requirements

Williamson County will need to provide a suitable training facility for the number of staff trained. All participants will need access to a computer with an internet connection, Microsoft Internet Explorer 9 or later, and Adobe Reader. Internet access for the instructor is required.

Summary of Costs

The costs listed are based on the assumptions and requirements listed. Additional costs may apply should those assumptions and requirements not hold true.

For cloud-based installations, a yearly hosting fee is incurred.

45 Users

A summary of costs for 45 users hosted in Noble's cloud-based environment is presented.

Deliverable	Summary	Price
		Cloud-Based
Deliverable 1	Noble Assessment Platform, 45 Users	\$26,133
Deliverable 2	Training	\$22,000
Maintenance	Maintenance for Assessment Platform	n/a
Total 1st Year		\$48,133
Total Following Years		\$26,133

Approval Process

Please send a copy of this signed agreement via email to Aaron Picton (apicton@noblesg.com) and your assigned representative, Diana Coates (dcoates@noblesg.com).

Signatures

Approved Deliverables

Please check all approved items from this list.

- ☐ Deliverable 1
- ☐ Deliverable 2

Signatures

The undersigned certifies that he/she agrees to the proposal and terms of this document and is authorized to encumber Client into legal, valid, and binding agreement.

Client	Noble Software Group
Name	Name
Signature	Signature
Date	Date



Noble

support@noblesg.com
1635 Yuba St. Suite #212
Riverside, CA 92507

To whom it may concern:

Thank you for your interest in the Noble Assessment Platform. Noble offers the same features found in other assessment platforms, but has many proprietary innovations that cannot be found in competing products. The items listed below are proprietary innovations:

1. The software is entirely based on Microsoft's .NET framework
2. Provides the TJJD Exit Plan
3. Provides a PREA assessment to enhance youth safety and demonstrate PREA compliance
4. Provides a form authoring tool that allows for end users to create scoreable assessments and non-scored forms for easy data collection.
5. Mapping of PACT assessment results to industry-standard 8 criminogenic need areas
6. A case planning tool that highlights stabilizing factors such as homelessness and mental health issues; helping officers focusing on critical needs prior to assigning general case planning goals.

We think that you will find, as our customers have, that these features set our product apart in terms of functionality and overall efficacy.

Sincerely,

Aaron Picton

Chief Financial Officer

Noble Software Group

(530) 276-8487



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NOTARIZED SOLE-SOURCE PURCHASE AFFIDAVIT

STATE OF TEXAS
COUNTY OF WILLIAMSON

KNOW ALL MEN BY THESE PRESENTS THAT:

Before me, the undersigned authority duly authorized to take acknowledgments and administer oaths, on this day personally appeared Diana Norris, who after being duly sworn on oath stated the following:

My name is Diana Norris. My title is President, North Shore Community Center.
I am aware that the Williamson County Purchasing Department is required to comply with competitive bidding requirements of Chapter 262 of the Texas Local Government Code. I am aware that the statutory competitive bidding provisions do not apply to the purchase of an item that can be obtained from only one source. See, Texas Local Government Code section 262.003.

Sole-source items include:

Items for which competition is precluded because of the existence of patents, copyrights, secret processes, or monopolies, films, manuscripts, or books, electric power, gas, water, and other utility services, and captive replacement parts or components for equipment.

I have represented to the Purchasing Department of Williamson County and I hereby warrant that as of the date below, I am the sole-source supplier of the following item: see attached

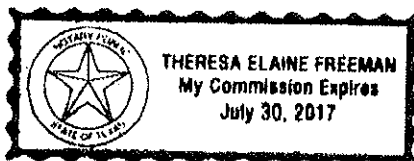
I am the sole-source supplier of this item because: North Shore does not have a distribution network and the attached items are only available through North Shore. I agree that if I ever cease being the sole-source supplier of this item, I shall immediately make a full disclosure in writing to the Williamson County Purchasing Department of all relevant facts and circumstances.

IN WITNESS WHEREOF, the undersigned has executed this Affidavit on the 14 day of September, 2015.

Diana Norris
[Signature]

Diana Norris, President
[Printed Name] [Title]

SWORN TO AND SUBSCRIBED before me on September 14, 2015, by
Theresa Freeman
[Printed Name]



[Signature]

[Signature] Notary Public

State of Texas
My Commission expires on 7-30-17

09-14-15

Dear Max Bricka,

I am writing this letter as required by the sole source justification request for purchase of Noble Software Assessment Tool. We have researched other product offerings and believe Noble's product to be the only product currently on the market that can meet our unique and individual needs for a validated risk and needs assessment that has the ability to integrate with our statewide data collection system JCMS. Also this assessment tool provides an auto inter-reliability relating tool which ensures our officers are using the assessment properly. It also provides all Texas Juvenile Department Case Plans and auto populates the case plans. We are requesting this project complete by the end of this fiscal year as we have allocated funding in this fiscal cycle but we have no guarantee for the next fiscal year. We also have been guaranteed this tool can be installed before the end of this fiscal year by Noble Software Group.

Respectfully,

A handwritten signature in cursive script, appearing to read "Scott Matthew".

Scott Matthew
Executive Director
Williamson County Juvenile Services

Bid #1509-012 - Williamson County, Texas intends to award a sole-source contract with NOBLE SOFT

Creation Date **Sep 21, 2015**

End Date **Oct 5, 2015 5:00:00 PM CDT**

Start Date **Sep 21, 2015 3:59:44 PM CDT**

Awarded Date **Not Yet Awarded**

1509-012-01-01 Please attach all documents here					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
			No Bids		
Agency Product Code:		Supplier Notes:			
Agency Notes:					

^{**} All bids/proposals submitted for the designated project are reflected on this tabulation sheet. However, the listing of the bid/proposal on this tabulation sheet shall not be construed as a comment on the responsiveness of such bid/proposal or as any indication that the agency accepts such bid/proposal as being responsive. The agency will make a determination as to the responsiveness of the vendor responses submitted based upon compliance with all applicable laws, purchasing guidelines and project documents, including but not limited to the project specifications and contract documents. The agency will notify the successful vendor upon award of the contract and, as according to the law, all bid/proposal responses received may be available for inspection at that time.