



Administrative Report

H.18., File # 25-0792

Meeting Date: 6/3/2025

To: MAYOR AND CITY COUNCIL
From: JOY A. FORD, CITY ATTORNEY

TITLE

APPROVE THE SECOND AMENDMENT TO THE AGREEMENT WITH KARPEL COMPUTER SYSTEMS INC. DOING BUSINESS AS KARPEL SOLUTIONS FOR THE ADDITION OF A LICENSE FOR PROSECUTORBYKARPEL FOR AN ADDITIONAL AMOUNT OF \$5150.00

EXECUTIVE SUMMARY

On August 6, 2024, the Mayor and City Council approved an agreement with Karpel Computer Systems Inc. ("Karpel") for "PROSECUTORbyKarpel" ("PBK"), a software case management system designed for the specialized needs of the prosecution division. On May 20, 2025, the Mayor and City Council approved an amendment to add an external agency portal to allow additional staff member to input cases into the new case management system. Changes in the City Prosecutor's staffing requires an additional license for a new user for PBK. Staff recommends that the Mayor and City Council approve the amendment to the agreement to add an additional licensed user.

BACKGROUND

After the Mayor and Council approved the agreement with Karpel, the prosecutors worked with Karpel on the installation and implementation of PBK. The prosecutor's office has successfully implemented PBK in compliance with the new race blind filing requirements imposed by Penal Code section 741. The external portal that was previously approved would take time for Karpel to implement and only allows external users such as staff from the Redondo and Hermosa Police Departments to limited access to PBK to add new reports for the prosecutors to review. The office currently has six licenses, but needs an additional licensed user to promptly finish inputting all current active cases into our new case management system.

Staff recommends that the Mayor and City Council approve the amendment for the addition of a licensed user.

COORDINATION

The City Attorney's Office negotiated this amendment with Karpel in connection with the preparation of this report.

FISCAL IMPACT

The addition of another license will cost \$2250.00 with an additional annual fee of \$725.00. The total costs would be absorbed by the City Prosecutor's budget. The total cost over four years would be

\$5150.00.

Submitted by:

Joy A. Ford, City Attorney

ATTACHMENTS

- Karpel Second Amendment
- Karpel Amendment
- Karpel Agreement