



Department of Purchasing and Contracting NON-COMPETITIVE PROCUREMENT REQUEST FORM

Requesting Department: Office of the Solicitor-General
Department Contact Person: Tamara L. Ross Telephone: 404-371-6344
Email: tlross@dekalbcountyga.gov

Requisition Number: _____ Suggested Supplier: Karpel Solutions
Estimated Amount of Purchase: \$392,837.00
Detailed Description of the Goods or Services to be purchased: _____
Prosecutor Case Management Software

☐ **Emergency** (For Emergency Requests, Please check this box and answer **all** questions below.)

1. Date and Time of Emergency Occurrence: _____

2. Please state the nature of the emergency posing a risk to public health, welfare, safety or resources:

3. State how the Estimated Amount was determined to be Fair and Reasonable (attach supporting documentation):

☒ **Sole Source** (Please check box and answer all of the following completely.)

1. Provide an explanation why the product, service or supplier requested is the only method that can satisfy the requirements. Please explain why alternatives are unacceptable. Be specific with regard to specification, features, characteristics, requirements, capabilities and compatibility. (Attach additional documents, if necessary):

PbK is specifically designed and created for prosecuting agencies by former prosecutors who fully understand the unique needs of a prosecuting offices. PbK is uniquely capable of addressing the needs of the Solicitor-General's Office. Other systems either can not match the level of product support Karpel can provide, do not have all the functionality PBK has, or cannot offer the integrations that PbK can offer. See below for additional information.

2. Will this purchase obligate us to a particular vendor for future purchases? (Either in terms of maintenance that only this vendor will be able to perform and/or if we purchase this item, will we need more "like" items in the future to match this one?) Explain in detail.

Yes. This purchase will necessarily obligate the Solicitor-General's Office to Prosecutor by Karpel for future maintenance, support, licensing renewals, and system enhancements. As a proprietary, integrated case management platform, only the vendor can provide system updates, maintenance, and data migration services to ensure compliance with CJIS standards and maintain compatibility with the PAC network. See below for additional information.

3. Explain the impact to the County or Public if this request is not approved.

Failure to approve this sole-source purchase would significantly impair the Solicitor-General's Office's ability to meet its State constitutionally mandated obligations, statutory victim support requirements, and public safety responsibilities efficiently and lawfully. See below for additional information.

I hereby request that this non-competitive procurement request be approved for the purchase of the above stated work, material, equipment, commodity, or service.

Department Director (Typed/Printed Name) Donna Stribling Signature: Donna Coleman Stribling Date: 10/13/2025

Do Not Write Below – for the Department of Purchasing and Contracting Use Only

Procurement Agent (Typed/Printed Name) Jovan Hooper Signature: [Signature] Date: 10/14/2025

Procurement Manager (Typed/Printed Name) _____ Signature: Willie Moon Date: 10/17/25

Digitally signed by
Willie Moon
Date: 2025.10.17
11:35:19 -04'00'

☐ Approved ☐ Not Approved

Signature: _____, Director, Department of Purchasing and Contracting Date: _____

(Additional information, attach pages if required):

1. PbK is uniquely capable of addressing the needs of the Solicitor-General's Office. Other systems either can not match the level of product support Karpel can provide, do not have all the functionality PBK has, or cannot offer the integrations that PbK can offer.

- Integration with the Georgia Crime Information Center (GCIC), Georgia Bureau of Investigation (GBI), and local law enforcement data exchanges, ensuring CJIS compliance and secure data handling.
- Integration with Odyssey
- Built-in modules tailored for prosecutor workflows (charging decisions, victim services, discovery management, and diversion tracking), which cannot be replicated by general-purpose or court-based systems.
- Automated reporting and analytics features meeting the Solicitor-General, PAC, CJCC, and state-level grant reporting requirements.
- Secure cloud hosting and access control that meets the federal CJIS Security Policy standards, which are mandatory for handling criminal justice data.
- 24/7 support
- Fixed price interface development

Alternative systems were reviewed and found unacceptable because they:

- Would require extensive custom development to match PbK's prosecutor-specific functionality, significantly increasing cost and implementation time.
- Were in the development stages for many functions that are already operational within PbK
- Could not provide the level of support needed for an agency the size of the Solicitor-General's office

2. As a proprietary, integrated case management platform, only the vendor can provide system updates, maintenance, and data migration services to ensure compliance with CJIS standards and maintain compatibility with the PAC network.

Future obligations will be limited to:

- Annual subscription and maintenance costs for continued access and cloud hosting.
- Optional module expansions or additional user licenses as the office grows; and
- Periodic system updates provided solely by Prosecutor by Karpel to maintain functionality and security compliance.

However, these obligations are standard for enterprise software solutions and are necessary to maintain system integrity, compatibility with state systems, and continued support.

3. If the purchase is not approved, the DeKalb County Solicitor-General's Office will be unable to modernize its outdated case management system, a system which is more than 20 years old and incompatible with current data exchange and reporting requirements. The office will face:

- Reduced efficiency and case processing delays, due to manual data entry and lack of automated communication tools;
- Inability to securely share information with law enforcement, courts, and other prosecutors using the PbK system, compromising coordination and case integrity;
- Negative operational impact, including slower victim notification, less ability to analyze case data for better and more efficient allocation of resources, lack of integration between the Microsoft Enterprise system and Odyssey.

Public Notice of Proposed Award of Sole Source Procurement

Section A – Description of Proposed Sole Source Procurement

Description of Supplies/Services: Prosecutor Case Management Software

Demonstration of Contractor's Unique Qualifications: The DeKalb County Office of the Solicitor-General is seeking a new case management system. The existing system no longer meets the current needs of the Solicitor-General's Office. PROSECUTORbyKarpel (PbK) is the only data system with the required functionality that also integrates with the County's digital evidence solutions system currently managed by NICE Systems, Inc. PbK is the current data system vendor for 33 states, therefore, this system allows for increased sharing of case information between agencies using the specialized software. PbK integrates with several of DeKalb County's law enforcement databases to leverage previously entered witness information. PbK can provide County-specific customer service support and technological upgrades accordingly.

Section B – To Be Completed by the Department of Purchasing and Contracting

Market Survey Results

Date Public Notice posted on website: October 8, 2025

Date Public Notice closed: October 15, 2025

Review of Offers

Were any offers received (Yes/No): No

Number of offers received: 0

Responders: None

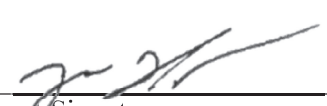
Purchasing Agent review and recommendation: Karpel Computer Systems, Inc., dba Karpel Solutions is the sole owner of PbK software, maintains, develops, markets and supports the specific case management software in a sole capacity as the sole source provider. PbK cannot be obtained from any other vendor. This product must be purchased directly by Karpel Solutions, there are no authorized dealers to represent this project, as it is the intellectual property of Karpel Solutions, Inc. These services also include software updates, custom modifications, or upgrades for functionality improvements and bug fixes, which cannot be obtained from any other vendor due to their exclusive ownership of all functionalities, software, and support services relevant to this project.

The Office of the Solicitor-General has sought to ensure, with collaboration from the County's IT department (DoIT), that a serious candidate for a case management replacement would include input from DoIT to consider how it would interact with the County's systems.

After a review of the systems' requirements and the interfaces by DoIT, and with their approval, was the Office of the Solicitor-General's willing to pursue a case management system solution. That process was completed with Karpel Solutions because of the clear benefits that Karpel Solutions provides for the County that others could not match.

DoIT has confirmed that this new solution will simplify user provisioning and case access, as well as authenticating DoIT's current policy on SSO (single sign-on). In which, if SSO is not implemented, it effectively bypasses and undermines the County's password policies. PbK offers all of these capabilities and more. Even these few improvements alone would dramatically enhance efficiency and strengthen the office's service to victims, law enforcement, and the community.

Failure to approve this sole-source purchase would significantly impair the Solicitor-General's Office's ability to meet its State constitutionally mandated obligations, statutory victim support requirements, and public safety responsibilities efficiently and lawfully. Item Agenda No. 2025-1520 has been created and submitted for Board of Commissioners (BOC) review. It is my recommendation to approve this Sole Source request with Karpel Solutions.


Agent Signature

10/16/2025

Date

Willie MoonDigitally signed by Willie
Moon
Date: 2025.10.17
11:35:35 -04'00'

10/17/25

Procurement Manager Signature

Date



9717 Landmark Parkway Drive, Suite #200 • St. Louis, Missouri 63127 • 314-892-6300 • www.karpel.com

October 14, 2025

Jovan Hooper, CPP
Procurement Manager, Team B
DeKalb County Government
Purchasing & Contracting Department
Manuel J. Maloof Center
1300 Commerce Drive, 2nd Floor
Decatur, GA 30030

Mr. Hooper,

Thank you for your request for a Sole Source letter in connection with the County's procurement process.

Karpel Solutions is the sole developer, owner, and copyright holder of **PROSECUTORbyKarpel**, the comprehensive case management system currently in use by over 850 prosecutorial offices nationwide. This proprietary platform is uniquely designed and configured to meet the operational, reporting, and compliance requirements of prosecutors, including seamless integration with existing data, specialized workflows, and secure evidentiary management unique to prosecutorial environments.

As the sole proprietor, Karpel Solutions is the only organization authorized to license, implement, service, or support **PROSECUTORbyKarpel**. No third-party vendors or contractors are permitted to provide updates, technical assistance, data migration, or customization for the system, nor do they possess access to the proprietary source code, secure hosting environment, or copyrighted documentation.

Our specialized services to the County include:

- Customized configuration of case intake, charging, and disposition workflows aligned with state statutes and office practices.
- Secure, compliant hosting and maintenance of all case data within CJIS-compliant environments.
- Direct integration with law enforcement RMS systems, court docket systems, and victim services portals.
- Digital Evidence editing capabilities, including the ability to edit videos, transcribe interviews, and jail calls, including the ability to translate from multiple languages to English and from English to other languages.



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- The ability for Victim Advocates to communicate with victims and witnesses, via text and email, logging those communications within the case file.
- Ongoing feature upgrades, user training, and technical support only available through Karpel Solutions.

Because these functions and integrations are bound to our proprietary architecture and copyrighted software, only Karpel Solutions can fulfill, maintain, and extend the County's current and future system capabilities without interruption or risk to system integrity. Any alternative vendor would lack the legal, technical, and intellectual property rights necessary to perform these services.

We appreciate the opportunity to continue supporting the County with the specialized and secure solutions essential to its prosecutorial mission. Please let me know if you require additional documentation regarding our proprietary rights.

Let me know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'LeeAnn Karpel', with a stylized flourish at the end.

LeeAnn Karpel
President
Karpel Solutions
(314)-471-5193 ext 1160 | lakarpel@karpel.com



EXECUTIVE SUMMARY

SS No. TBD

Prosecutor Case Management Software

RESPONSE DEADLINE: October 15, 2025 at 5:00 pm

Wednesday, October 15, 2025

SOLICITATION OVERVIEW

Project Title	Prosecutor Case Management Software
Project ID	
Project Type	Sole Source
Release Date	October 8, 2025
Due Date	October 15, 2025
Procurement Agent	Jovan Hooper
Evaluators	

Project Description	Procurement Details: The DeKalb County Office of the Solicitor-General is seeking a new case management system. The existing system no longer meets the current needs of the Solicitor-General's Office. PROSECUTORbyKarpel (PbK) is the only data system with the required functionality that also integrates with the County's digital evidence solutions system currently managed by NICE Systems, Inc. PbK is the current data system vendor for 33 states, therefore, this system allows for increased sharing of case information between agencies using the specialized software. PbK integrates with several of DeKalb County's law enforcement databases to leverage previously entered witness information. PbK can provide County-specific customer service support and technological upgrades accordingly. The adoption of a new case management system will have profound effects on the Office of the Solicitor-Generals' ability to operate effectively. A new case management system will profoundly transform nearly all aspects of the procedures used by the Solicitor-General's Office to process, track and handle cases. Estimated Value: TBD Term (Years): Two (2) Years Vendor: Karpel Solutions Justification: Karpel Solutions is the sole owner of PbK software, maintains, develops, markets and supports the specific case management software in a sole capacity as the sole source provider. PbK cannot be obtained from any other vendor. This product must be purchased directly by Karpel Solutions, there are no authorized dealers to represent this project, as it is the intellectual property of Karpel Solutions, Inc. These services also include software updates, custom modifications, or upgrades for functionality improvements and bug fixes, which cannot be obtained from any other vendor due to their exclusive ownership of all functionalities, software, and support services relevant to this project.
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1. Sole Source Justification

1.1. Summary

Procurement Details: The DeKalb County Office of the Solicitor-General is seeking a new case management system. The existing system no longer meets the current needs of the Solicitor-General's Office. PROSECUTORbyKarpel (PbK) is the only data system with the required functionality that also integrates with the County's digital evidence solutions system currently managed by NICE Systems, Inc. PbK is the current data system vendor for 33 states, therefore, this system allows for increased sharing of case information between agencies using the specialized software. PbK integrates with several of DeKalb County's law enforcement databases to leverage previously entered witness information. PbK can provide County-specific customer service support and technological upgrades accordingly.

The adoption of a new case management system will have profound effects on the Office of the Solicitor-Generals' ability to operate effectively. A new case management system will profoundly transform nearly all aspects of the procedures used by the Solicitor-General's Office to process, track and handle cases.

Estimated Value: TBD

Term (Years): Two (2) Years

Vendor: Karpel Solutions

Justification: Karpel Solutions is the sole owner of PbK software, maintains, develops, markets and supports the specific case management software in a sole capacity as the sole source provider. PbK cannot be obtained from any other vendor. This product must be purchased directly by Karpel Solutions, there are no authorized dealers to represent this project, as it is the intellectual property of Karpel Solutions, Inc. These services also include software updates, custom modifications, or upgrades for functionality improvements and bug fixes, which cannot be obtained from any other vendor due to their exclusive ownership of all functionalities, software, and support services relevant to this project.

1.2. Timeline

Sole Source Advertisement Release Date	October 8, 2025
Sole Source Advertisement Close Date	October 15, 2025, 5:00pm

SOLICITATION STATUS HISTORY

Date	Changed To	Changed By
Oct 8, 2025 9:11 PM	Draft	Jovan Hooper
Oct 8, 2025 9:22 PM	Review	Jovan Hooper
Oct 8, 2025 9:23 PM	Final	Jovan Hooper
Oct 8, 2025 9:23 PM	Post Pending	Jovan Hooper
Oct 8, 2025 9:24 PM	Open	Jovan Hooper
Oct 15, 2025 5:00 PM	Pending	OpenGov Bot
Oct 15, 2025 5:02 PM	Evaluation	Jovan Hooper
Oct 15, 2025 5:04 PM	Closed	Jovan Hooper

PROPOSALS RECEIVED

Status	Vendor	Contact Info	Submission Date
No Bid	Engineered Machined Products, INC	Autumn Pifke escadvpos@emp-corp.com (906) 789-7497	Oct 9, 2025 7:34 AM
No Bid	IMS Alliance	Sheree Justice sales@imsalliance.com	Oct 9, 2025 2:43 PM

QUESTIONS AND ANSWERS

No Questions Received.

ADDENDA & NOTICES

ADDENDA ISSUED:
No Addenda issued.

NOTICES ISSUED:
No Notices issued.

EVALUATION

PHASE 1

EVALUATORS

Name	Title	Agreement Accepted On
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EVALUATION CRITERIA

Criteria	Scoring Method	Weight (Points)
	Points Based	10 (100% of Total)

Description:

AGGREGATE SCORES SUMMARY

Vendor	Total Score (Max Score 10)
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VENDOR SCORES BY EVALUATION CRITERIA

Vendor	Total Score (Max Score 10)
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