

**A SUBSTITUTE RESOLUTION  
BY PUBLIC SAFETY AND LEGAL ADMINISTRATION COMMITTEE**

**A RESOLUTION AUTHORIZING THE MAYOR TO AMEND THE SCOPE OF SERVICES WITH SENTINEL OFFENDER SERVICES, LLC AND ENTER INTO A ONE (1) YEAR RENEWAL AGREEMENT WITH SENTINEL OFFENDER SERVICES, LLC FOR FC-6005007967, PRIVATIZED PROBATION SERVICES, A REVENUE GENERATING CONTRACT; ALL FUNDS GENERATED UNDER THIS CONTRACT SHALL BE DEPOSITED INTO THE APPLICABLE GENERAL FUND REVENUE ACCOUNTS AND AGENCY FUND LIABILITY ACCOUNTS.**

**WHEREAS**, the City of Atlanta (“the City”) entered into an agreement for FC-6005007967, Privatized Probation Services, with Sentinel, LLC, on behalf of the Municipal Court (“the Court”), pursuant to resolution 05-R-2317, to supervise and manage probation services for Municipal Court probationers;

**WHEREAS**, the Court is recommending an amendment to the scope of services to allow Sentinel, LLC to collect outstanding failure to appear (“FTA”) warrants on payable traffic offenses only from January 1, 2005 through the expiration of the contract;

**WHEREAS**, Sentinel, LLC will receive 30% of the base fine and FTA penalty fee (through the expiration of the contract). The City (General Fund) will receive 70% of the base fine and FTA penalty fee. The state will receive will receive 100% of all applicable surcharges (pursuant to state law surcharge requirements).

**WHEREAS**, the Chief Judge of the Municipal Court and the Chief Procurement Officer have recommended a one (1) year renewal agreement be executed.

**WHEREAS**, the Municipal Court reserves the right to terminate this contract immediately in the event of any disciplinary action taken against Sentinel, LLC from any oversight body in the State of Georgia or any other state where Sentinel, LLC provides probationary services;

**THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA HEREBY RESOLVES** that the Mayor is hereby authorized to execute a one (1) year renewal agreement for FC-6005007967, Privatized Probation Services with Sentinel Offender Services, LLC to implement a probation services program for the Municipal Court of Atlanta.

**BE IT RESOLVED**, that the Mayor is hereby authorized to amend the existing scope of services with Sentinel Offender Services, LLC to allow Sentinel, LLC to collect outstanding FTA warrants on payable traffic offenses only from January 1, 2005 through the expiration of the contract. Sentinel, LLC will receive 30% of the base fine and FTA penalty fee (through the expiration of the contract). The City (General Fund) will receive 70% of the base fine and FTA penalty fee. The state will receive will receive 100% of all applicable surcharges (pursuant to state law surcharge requirements).

**BE IT FURTHER RESOLVED**, that all funds generated under this contract shall be deposited into the applicable General Fund revenue accounts and Agency Fund liability accounts (See Exhibit A).

**BE IT FINALLY RESOLVED**, that said contractual agreement shall not become binding upon the City, and the City shall incur no liability upon the same until such contract is approved by the City Attorney as to form, executed by the Mayor, attested to by the Municipal Clerk, and delivered to the contracting parties.

## EXHIBIT A

### General Fund Revenue Accounts

<u>Fund</u>	<u>Dept Org</u>	<u>Account</u>	<u>Account Description</u>
1001	000002	3511701	Municipal Court General Fines
1001	000002	3511702	Municipal Court Traffic Fines
1001	000002	3511703	Municipal Court Parking Fines
1001	000002	3511704	Municipal Court DUI Fines
1001	000002	3511705	Municipal Court Drug Fines
1001	000002	3511706	Municipal Court Housing Fines
1001	000002	3511711	Municipal Court Criminal Fines

### Agency Fund Liability Accounts

<u>Fund</u>	<u>Dept Org</u>	<u>Account</u>	<u>Account Description</u>
7101	000001	1218011	Peace Officers and Prosecutor Training Fund (POPTF)
7101	000001	1218012	Peace Officers Benefits-Pensions (POAB)
7101	000001	1218013	Georgia Crime Victim Emergency Fund (CVEF)
7101	000001	1218014	Indigent Defense Fund (IDF)
7101	000001	1218015	State General Fund (SGF)
7101	000001	1218016	Drug Abuse Treatment Education (DATE)
7101	000001	1218018	Driver Education and Training Fund (DETF)
7101	000001	1218021	Brain & Spinal Injury Trust Fund (BSITF)
7101	000001	1218022	Georgia State Patrol Motorcycle Fund (GSP-M)
7101	000001	1218051	County Jail Fund (JAIL)
7101	000001	1218052	Local Victim Assistance Program - Fulton (LVAP-F)
7101	000001	1218071	Local Victim Assistance Program - DeKalb (LVAP-D)
7101	000001	1233008	City Victim Assistance Program (CVAP)

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**WHEREAS**, the City of Atlanta (“the City”) entered into an agreement for FC-6005007967, Privatized Probation Services, with Sentinel, LLC, on behalf of the Municipal Court (“the Court”), pursuant to resolution 05-R-2317, to supervise and manage probation services for Municipal Court probationers; and

**WHEREAS**, the Court is recommending an amendment to the scope of services to allow Sentinel, LLC to collect outstanding failure to appear (“FTA”) warrants on payable traffic offenses only from January 1, 2002 through the expiration of the contract; and

**WHEREAS**, Sentinel, LLC will receive 30% of all FTA revenue collected through the expiration of the contract and the City (General Fund) will receive 57% of the remaining 70% and the state will receive 43% of the remaining 70% (pursuant to state law surcharge requirements); and

**WHEREAS**, the Chief Judge of the Municipal Court and the Chief Procurement Officer have recommended that a one (1) year renewal agreement be executed.

**NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA** that the Mayor is hereby authorized to execute a one (1) year renewal agreement for FC-6005007967, Privatized Probation Services with Sentinel Offender Services, LLC to implement a probation services program for the Municipal Court of Atlanta.

**BE IT FURTHER RESOLVED**, that the Mayor is hereby authorized to amend the existing scope of services with Sentinel Offender Services, LLC to allow Sentinel, LLC to collect outstanding FTA warrants on payable traffic offenses only from January 1, 2002 through the expiration of the contract.

**BE IT FURTHER RESOLVED**, that all funds generated under this contract shall be deposited into the applicable General Fund revenue accounts and Agency Fund liability accounts (See Exhibit A).

**BE IT FURTHER RESOLVED, that** the Municipal Court (City of Atlanta) reserves the right to terminate this contract immediately in the event of any disciplinary action taken against Sentinel, LLC from any oversight body in the State of Georgia or any other state where Sentinel, LLC provides probationary services;

**BE IT FINALLY RESOLVED,** that said contractual agreement shall not become binding upon the City, and the City shall incur no liability upon the same until such contract is approved by the City Attorney as to form, executed by the Mayor, attested to by the Municipal Clerk, and delivered to the contracting parties.

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7101	000001	1233008	City Victim Assistance Program (CVAP)



## CITY OF ATLANTA

SUITE 1790

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ATLANTA, GA 30303

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Internet Home Page: [www.atlantaga.gov](http://www.atlantaga.gov)

Shirley Franklin  
Mayor

DEPARTMENT OF PROCUREMENT  
Adam L. Smith, Esq., CPPB  
Chief Procurement Officer  
[asmith@atlantaga.gov](mailto:asmith@atlantaga.gov)

February 12, 2009

To: Ms. Krystal Smith  
Budget Manager, Sr.  
Municipal Courts

**Re: 180 Day Renewal Notice for FC-6005007976, Privatized Probation Services**

Your contract, FC-6005007976, is scheduled to expire on April 22, 2009. According to the contract terms, the contract may be renewed for an additional contract term.

If you desire to exercise a renewal contract term, please submit to me the completed Contractor Performance Form ("CPF"), attached hereto, along with the legislative package so that we may proceed with the renewal process. Failure to submit the CPF and legislative package to me in a timely manner may result in the delay of renewing this contract, which also may cause this contract to expire.

If you have any questions or would like to discuss this matter further, please contact Elsa D. Castro, Contracting Officer at 404-330-6426 or [ecastro@atlantaga.gov](mailto:ecastro@atlantaga.gov).

Thank you for your cooperation with this matter.

Sincerely,

A handwritten signature in black ink that reads "Adam L. Smith".

Adam L. Smith

AJS/edc

Enclosure



## THE MUNICIPAL COURT OF ATLANTA

Honorable Deborah S. Green  
Chief Judge

150 Garnett Street, SW  
ATLANTA, GEORGIA 30303  
TEL: (404) 658-6940 • FAX: (404) 658-7363

Douglas Mincher  
Court Administrator  
dmincher@atlantaga.gov

### MEMORANDUM

**TO:** Adam Smith, Chief Procurement Officer

**FROM:** Doug Mincher, Court Administrator

**DATE:** February 12, 2009

**RE:** Renewal of contract FC-6005007967, Privatized Probation Services with Sentinel, LLC

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Please accept this memorandum as official notification of The Municipal Court of Atlanta's intent to exercise renewal#1 of FC-6005007967, privatized probation services.

The Municipal Court is satisfied with the services provided by Sentinel, LLC but reserves the right to terminate this contract immediately in the event Sentinel should be reprimanded or otherwise disciplined from any regulatory agency of the State of Georgia or any other state.

Thank you for your attention to this matter.

CITY COUNCIL  
ATLANTA, GEORGIA

05-R-2317

A RESOLUTION BY:

**PUBLIC SAFETY AND LEGAL ADMINISTRATION COMMITTEE**

**AUTHORIZING THE MAYOR OR DESIGNEE TO ENTER INTO A CONTRACTUAL AGREEMENT, ON BEHALF OF THE ATLANTA MUNICIPAL COURT WITH SENTINEL OFFENDER SERVICES, LLC FOR FC-6005007967, PRIVATIZED PROBATION SERVICES, A REVENUE GENERATING CONTRACT. ALL FUNDS GENERATED UNDER THIS CONTRACT SHALL BE DEPOSITED INTO FUND ACCOUNT CENTER: 1A01 (GENERAL FUND) 451201 (GENERAL FINES) B00001 (REVENUE CENTER).**

**WHEREAS**, the City of Atlanta (the "City") Municipal Court (the "Court") sought a contractor to supervise and manage probation services for the City Court's probationers in light of the joining of Traffic and Municipal Courts, and the expiration of the previous contract; and

**WHEREAS**, the City did solicit Request for Proposals for qualified proponents for FC-6005007967, Privatized Probation Services to address the City's need to provide general probation supervision to individuals sentenced through the Court; and

**WHEREAS**, the Chief Judge of the Atlanta Municipal Court and the Chief Procurement Officer of the Department of Procurement have recommended that an appropriate Agreement be executed.

**NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA** that the Mayor be and is hereby authorized to execute an appropriate agreement for FC-6005007967, Privatized Probation Services with Sentinel Offender Services, LLC, to implement a probation services program for the Atlanta Municipal Court.

**BE IT FURTHER RESOLVED**, that the Chief Procurement Officer be and is hereby directed to prepare an appropriate Agreement for execution by the Mayor to be approved as to form by the City Attorney.

**BE IT FURTHER RESOLVED**, that the term of the Contract shall be for three (3) years with two (2) one (1) year renewal options.

**BE IT FURTHER RESOLVED**, that said Agreement shall not become binding on the City of Atlanta and the City of Atlanta shall incur neither liability nor obligation hereunder until the same has been signed by the Mayor and delivered to the contracting party.

**BE IT FINALLY RESOLVED**, that all revenue generated from this contracted work shall be deposited into Fund Account Center: 1A01 (General Fund) 451201 (General Fines) B00001 (Revenue Center).

A true copy,

*Rhonda Dauphin Johnson*  
Municipal Clerk, CMC

ADOPTED by the Council  
APPROVED by the Mayor

December 5, 2005  
December 13, 2005