



# STATE OF IOWA

KIM REYNOLDS, GOVERNOR  
ADAM GREGG, LT. GOVERNOR

DEPARTMENT OF CORRECTIONS  
BETH A. SKINNER, PhD, DIRECTOR

6/20/2019

## ADMINISTRATIVE RULE WAIVER REQUEST

Petitioner Name: Iowa Department of Corrections (DOC)

Administrative Rule to be Waived: 118.11 Duration of Service contracts.

**Statement of Rule:** 118.11(3) A service contract should be competitively selected on a regular basis so that a state agency obtains the best value for the funds spent; avoids inefficiencies, waste or duplication; and may take advantage of new innovations, ideas and technology. A service contract, including all optional renewals, shall not exceed a term of six years; however, information technology service contracts entered into by the department or office of chief information officer may have a term length not to exceed ten years. Service contracts shall not exceed the term lengths set forth herein unless the state agency obtains a waiver of this provision pursuant to rule 11—118.16(8A).

**Briefly describe the change requested, including the portion of the rule to be waived:** We are requesting to award a contract for an initial period of three years, with options to extend the contract for up to an additional seven years for a total of ten years.

### Justification for waiving the rule:

The Iowa Department of Corrections is entering into a contract with Advanced Technologies Group, LLC. for Iowa Corrections Offender Network (ICON) Offender Management System (OMS). The system includes the following modules:

- Case Management
- Electronic Health Record
- Banking
- Commissary
- Pharmacy
- Food Service
- Dashboard
- Investigative
- Intelligence

There is good cause to request this waiver be granted. ICON is the foundation to the management & operations of our prison inmates and clients supervised in the community. The system is critical in the everyday operations and is unique to Iowa DOC. The OMS was designed, tested and implemented by IDOC user groups from most all occupations within IDOC including both Community Based Corrections and Institutions.

There are over 5000 users of the system and this includes staff from other agencies. This includes; the Governor's Office, Attorney General, Federal agencies, DHS, Courts, law enforcement, Secretary of State, CJIS and CJJP. There is no limit to the number of users or offender managed.

Due to the size of the system, the critical nature of the functionality, the cost incurred for development, the training involved by staff, the use by other agencies and the comprehensive structure of the programming, a waiver is requested. The replacement of the system is massive and will cost millions of dollars and requires most all IDOC staff be re-trained in a new system.

Thank you for your consideration.

  
Director, Department of Corrections

6-20-19  
Date

Approved X Not Approved     

  
Director, Department of Administrative Services

6-28-19  
Date

The mission of the Iowa Department of Corrections is:  
**Creating Opportunities for Safer Communities**

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