



## CITY OF DUNWOODY

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### MEMORANDUM

**To:** Honorable Mayor and City Council  
**From:** Tiffany Pete, Court Clerk  
**CC:** Warren Hutmacher, City Manager  
**Date:** April 13, 2009  
**Item:** **Dunwoody Municipal Court Probation Service**

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#### ***Background:***

The City of Dunwoody released a Request for Proposal for Municipal Court Probation Service on January 15, 2009. We received seven proposals on January 20, 2009.

#### ***Discussion:***

The proposals were reviewed and four vendors were selected to be interviewed. The interview committee was looking for innovative services, efficiency of the process, and appropriate fit

#### ***Staff Recommendation:***

Staff recommends contracting with Sentinel Offender Services to provide probation services for the Dunwoody Municipal Court. Sentinel offers the following:

- Offender paid probation service (no cost to the city)
- Automated phone reminder of upcoming court date
- Multiple office locations
- Secured real-time Web based system for use by court staff
- Enhanced payment options (payment by Kiosk at **any** Sentinel office)
- Electronic processing designed to reduce the use of paper
- Interfaces with court software to enhance efficiency