

Mayor and Council Communication

DATE: 10/17/23

M&C FILE NUMBER: M&C 23-0845

LOG NAME: 04COURTVIEW PROFESSIONAL SERVICES ECITATION INTEGRATION

SUBJECT

(ALL) Authorize a Contract Amendment to City Secretary Contract No. 35728 for Professional Services for eCitation Integration by CourtView Justice Solutions, Inc. d/b/a Equivant for a One-Time Cost of \$46,741.50, Increasing the Annual Authorization to \$206,852.50 and Adding Renewal Options for the Municipal Court Department through the Information Technology Solutions Department

RECOMMENDATION:

It is recommended that the City Council authorize a contract amendment to City Secretary Contract No. 35728 for professional services for eCitation Integration by CourtView Justice Solutions, Inc. d/b/a equivalent for a one-time cost of \$46,741.50, increasing the annual authorization to \$206,852.50 and adding four (4) renewal options for the Municipal Court Department through the Information Technology Solutions Department.

DISCUSSION:

On January 28, 2003, City Council authorized Mayor and Council Communication (M&C) C-19450 to execute an agreement with MAXIMUS Justice Solutions Division, Inc. (MAXIMUS), for the purchase of the CourtView Case Management System (CourtView). MAXIMUS was selected by the Municipal Court Department through a Request for Proposals (RFP) process to implement the new case management and Electronic Document Management System. The initial warranty period for the system expired in December 2006.

On July 17, 2007 the City Council approved M&C G-15785, authorizing a fixed price contract for a Maintenance Agreement with an initial term of five years and annual renewal options contingent on sufficient funds being properly appropriated for each renewal period. City Secretary Contract (CSC) 35728 was executed August 30, 2007.

MAXIMUS was subsequently acquired by CourtView Justice Solutions, Inc. in 2008 and a Notice of Assignment was issued by the Financial Management Services Department on February 25, 2009 authorizing the transfer of all contracts and agreements.

In March 2012, the City Council approved M&C C-25497 authorizing the execution of Amendment No. 2 to CSC 35728 for the eCitation Exchange with Review Queue and Image Handling interface enabling the Municipal Court Department to retrieve electronic citation data from the Police Department's Pocket Citation System. CSC 35728 Amendment No. 2 allowed for one-time costs of \$112,225.00 and recurring costs of \$8,800.00. Software maintenance for 2012 was \$99,498.00. The total annual cost for 2012 was \$220,523.00.

In May 2013, the City Council approved M&C C-26252 to include an additional 37 licenses at a one-time cost of \$22,200.00 and recurring costs of \$11,355.00. The software maintenance for 2013 was \$100,892.00. The total annual cost for 2013 was \$134,447.00.

In December 2018, the City Council approved M&C P-12285 to add renewal options, increase the annual software maintenance amount up to \$133,054.00, and authorize a one-time cost for professional training services in the amount of \$18,100.00. The annual cost for 2019 was \$151,154.00.

In March 2019, the City Council approved M&C P-12312 for the purchase of additional CourtView software licenses for a one-time cost of \$69,841.50, professional services for a one-time cost of \$6,883.50, and a recurring cost of \$18,609.64 for maintenance for a total of \$95,334.64. The annual cost for 2019 consisted of software maintenance in the amount of \$133,054.00, professional training services at \$18,100.00 authorized under M&C P-12285 and \$95,334.64 authorized by M&C P-12312 for a total of \$246,488.64.

This M&C requests authorization for a contract amendment to complete the planned Phase II upgrade of the CourtView Case Management System interface with Tyler Technologies E-citation software. The enhanced interface will expand its capability to receive all case types (Traffic, Parking, and General citations) and include all required data fields. The one-time cost of the integration enhancement is \$46,741.50. The annual software maintenance cost for 2023 is \$160,111.00. Upon approval of this M&C and execution of the contract amendment, the total costs for 2023 will be \$206,852.50.

Year	One-Time Cost	Notes	Annual Software Maintenance	Total Annual Cost
2023	\$46,741.50	Up to 5% contractual increase	\$160,111.00	\$206,852.50
2024		Up to 5% contractual	\$168,116.55	\$168,116.55

Year	One-Time Cost	Notes	Annual Software Maintenance	Total Annual Cost
		increase		
2025		Up to 5% contractual increase	\$176,522.38	\$176,522.38
2026		Up to 5% contractual increase	\$185,348.50	\$185,348.50
2027		Up to 5% contractual increase	\$194,615.92	\$194,615.92
Total		Up to 5% contractual increase	\$884,714.35	\$931,455.85

ADMINISTRATIVE CHANGE ORDER: An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

AGREEMENT TERM: Upon City Council approval, the agreement for the enhanced interface professional services will begin upon execution of the contract amendment and expire December 31, 2024.

RENEWAL OPTIONS: This M&C requests authorization to extend the current agreement through December 31, 2024 and provide for up to four (4) additional one-year renewal terms at the City's option. Annual Support fees are subject to an increase not to exceed 5%. The final renewal shall begin January 1, 2027 and expire December 31, 2027. This action does not require specific City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal terms.

A Form 1295 is not required because: This contract will be with a publicly-traded business entity or a wholly-owned subsidiary of a publicly-traded business entity: Constellation Software Inc.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current capital budget, as previously appropriated, in the ITS Capital Fund for the FY22 Courts eCitation project and the Special Revenue MC Fund for the Court Technology Fees project to support the approval of the above recommendation and execution of the contract. Prior to an expenditure being incurred, the Information Technology Solutions Department and Municipal Courts Department have the responsibility to validate the availability of funds.

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