



**CITY OF PLANO  
COUNCIL AGENDA ITEM**

<b>CITY SECRETARY'S USE ONLY</b>	
<input type="checkbox"/> Consent	<input type="checkbox"/> Regular <input type="checkbox"/> Statutory
Council Meeting Date:	2/13/2012
Department:	Municipal Courts
Department Head	Don Stevenson
Agenda Coordinator (include phone #):      Nicole Griffin ext 7204	

**CAPTION**

To approve the purchase of Court Management System in the amount of \$970,278 from Tyler Technologies, Inc through an existing contract and authorizing the City Manager to execute all necessary documents. (City of Carrollton RFP #07-014)

**FINANCIAL SUMMARY**

NOT APPLICABLE       OPERATING EXPENSE       REVENUE       CIP

FISCAL YEAR: <b>2011-12 thru 2014-15</b>	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget	0	1,777,317	0	<b>1,777,317</b>
Encumbered/Expended Amount	0	0	0	<b>0</b>
This Item	0	-657,645	-312,633	<b>-970,278</b>
BALANCE	0	1,119,672	-312,633	<b>807,039</b>

**FUND(s):**      MUNICIPAL COURT Technology FUND

**COMMENTS:**      Funds are available in the 2011-12 Municipal Court Technology Fund for the purchase of a court case management and imaging system through a cooperative purchasing program with another local government. The initial purchase price is \$624,022, plus travel and training costs reimbursement of \$33,623, for a total of \$657,645. In addition, three (3) annual Incode Notification fees of \$104,211 per year, or \$312,633 total, are included. The total project cost is \$970,278.

**STRATEGIC PLANNING GOAL:** The purchase of a court case management and imaging system through a cooperative purchasing program relates to the City's Goals of Financially Strong City with Service Excellence and Partnering for Community Benefit.

**SUMMARY OF ITEM**

Municipal Court staff recommends approval of the purchase of the case management and imaging system from Tyler Technologies, Inc. utilizing their contract with the City of Carrollton. The initial case management purchase price will be \$624,022 plus a one-time travel and training costs reimbursement of \$33,623. During each of the following three (3) years, there will be an annual license fee of \$79,211 and an Incode Notification fee of \$25,000, for a total of \$104,211 per year. Total project expenditure will be \$970,278. If a new case management system is not acquired, the courts will continue to have more frequent and more serious delays and work stoppages due to defective programming. The Judges and court clerks are experiencing almost daily down time for the Court2000 case management system and the failure of the system to merge documents and/or image documents. The City is authorized to purchase from a cooperative purchasing program with another local government or a local cooperative organization pursuant to Section 271 Subchapter F of the Local Government Code; and by doing so satisfies any State Law requiring local governments to seek competitive bids for items. (City of Carrollton RFP #07-014)



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List of Supporting Documents: Memorandum	Other Departments, Boards, Commissions or Agencies



Date: February 6, 2012  
To: Diane Palmer-Boeck  
Purchasing Manager  
From: Don Stevenson  
Chief Municipal Judge

Subject: **Recommendation Memo**

After repeated problems with the Courthouse 2000 case management system now utilized by the Plano Municipal Court, the court staff is seeking a commercial-off-the-shelf case management and document management system that will be in compliance with all statutes governing municipal court operations and will accommodate the needs and demands of the multiple city departments for an effective case management and document management system.

If a new case management system is not acquired, the courts will continue to have more frequent and more serious delays and work stoppages due to defective programming. Support staff for the Courthouse2000 software has been reduced and there is little hope of that situation improving. The lack of proper programming caused the delay from September 1, 2011 to January 2012 of the monthly court reports due to the Office of Court Administration. The Judges and court clerks are experiencing almost daily down time for the Court2000 case management system and the failure of the system to merge documents and/or image documents.

The only cooperative purchasing agreements that cover court software are held by the cities of Carrollton and Arlington. Both agreements were evaluated and the Carrollton contract was determined to be the best value for Plano. The proposed purchase will be made from the contract resulting from City of Carrollton RFP # 07-014

The initial case management purchase price will be \$624,022 plus a one-time travel and training costs reimbursement of \$33,623. During each of the following three (3) years, there will be an annual license fee of \$79,211 and an Incode Notification fee of \$25,000, for a total of \$104,211 per year. Total project expenditure will be \$970,278. The initial purchase price and the annual fees will be paid from the Municipal Court Technology Fund.

The Municipal Court staff recommends that the City purchase the case management system and imaging system from Tyler Technologies, Inc.