



**BOARD OF COUNTY COMMISSIONERS**

**DATE:** December 14, 2010

**AGENDA ITEM NO.** 19

**Consent Agenda** ☐

**Regular Agenda** ☒

**Public Hearing** ☐

**County Administrator's Signature:**

**Subject:**

**Approval of Final Negotiated Contract - Consolidated Case Management System**

Contract No. 089-0408-P(JL)

**Department:**

Business Technologies Services / CJIS Policy Board / Purchasing

**Staff Member Responsible:**

Paul Alexander / Thomas McGrady / Ken Burke / Jim Coats / Bob Dillinger / Gay Inskeep / Bernie McCabe / Ken Welch / Charles Harmon / Anthony Holloway / John Carroll / Joe Lauro

**Recommended Action:**

I RECOMMEND THE BOARD OF COUNTY COMMISSIONERS (BOARD) APPROVE THE FINAL NEGOTIATED CONTRACT FOR THE PURCHASE AND IMPLEMENTATION OF A CONSOLIDATED CASE MANAGEMENT SYSTEM (CCMS) WITH TYLER TECHNOLOGIES, PLANO TEXAS.

IT IS FURTHER RECOMMENDED THE CHAIRMAN SIGN THE AGREEMENT AND THE CLERK OF THE COURT ATTEST.

**Summary Explanation/Background:**

On June 5, 2009, the Purchasing Department on behalf of the Consolidated Justice Information System Board (CJIS) released a Request for Proposal (RFP) for the purpose of purchasing and implementing a new system to replace the legacy CJIS. The new system titled "Justice CCMS" will be utilized for common core case management processing and many other related functions.

The Justice CCMS will be utilized by the following primary stakeholders; the Courts, Clerk of the Court, Public Defender, State Attorney, Sheriff, Board of County Commissioners and local law enforcement. The Justice CCMS will provide a single common, unified platform for both data sharing and the agency specific case management needs of stakeholders.

After the initial evaluation of proposals and subsequent ranking of firms, the Board on April 6, 2010, approved staff recommendation to proceed with negotiations with the number one ranked firm, Tyler Technologies (Tyler).

Negotiations with Tyler centered on the project statement of work, functional requirements, master agreement and cost. The final negotiated not to exceed contract amount is \$5,800,000.00. Included in the final agreement is an option for the County to obtain Tyler's Jail Management System software for a period of five years following the Project Notice to Proceed for an additional \$750,000.00. Additionally, the agreement allows for the Pasco County Clerk of the Court to procure, at no license cost, the Tyler enterprise case management license and related modules for a period of thirty (30) months following the Project Notice to Proceed date. After thirty (30) months, and up until sixty (60) months, the Pasco County Clerk of the Court shall have the option to procure the Tyler enterprise case management license and related modules at a discounted price.

The contract period will begin with a formal Analysis Period Notice to Proceed whereby Tyler will first provide the Justice CCMS Project Charter consistent with the staffing plan in the Justice CCMS Statement of Work, and describe the level of staff effort, roles, and responsibilities, project tasks and sequencing necessary to perform the contracted services. On County approval, Tyler will proceed with Gap Fit Analysis, which shall involve the review and consideration of the data and system functionality currently provided in the County's legacy CJIS and other supporting systems compared to the Tyler enterprise case management software and related modules. Tyler will then provide any additional cost for enhancements and any impact to the project schedule for County review. The expected time for completion of the Justice CCMS Project, with all court types in production/live is approximately thirty six (36) months.

The contract provides for Board delegation of signature authority to the County Administrator or his designee for each change order(s) not exceeding \$250,000.00 that arises during the term of the contract for the purpose of maintaining project schedule continuity and mitigating additional cost and risk associated with approval delays. No further Board action will be required pending the net value of a change order does not exceed \$250,000.00 and the total project cost does not exceed \$11,439,000.00.

Maintenance and support costs begin at the end of each go live warranty period (45 days) for that respective court type(s). The first maintenance and support costs, for the first court type is projected to begin approximately 12 months from the issuance of the formal Analysis Period Notice to Proceed. Additionally, costs associated with maintenance and support shall be firm for the first two fiscal years after the fiscal year in which all court types are in production/live and the system warranty is completed. The agreed cost for the first two full fiscal years after system warranty is \$267,288 per year. Thereafter, any increase in annual maintenance and support shall be limited to the lesser of six percent (6%) or the annual cost of living increases according to the Consumer Price Index for All Urban Consumers, US City Average as published by the United States Department of Labor.

**Fiscal Impact/Cost/Revenue Summary:**

Total Contract Expenditure not to exceed \$5,800,000.00

In addition to the purchase of software and implementation services associated with the software, the following project areas will have additional associated costs:

Project Staff and Operating Expenses (3 years) - Project Sponsor (1 FTE), Change Management Coordinator (1 FTE) and a Project Implementation Specialist (1 FTE) \$1,105,000.00. The positions will expire at the end of project implementation.

Hardware and Supporting Software requirements (includes provision for disaster recovery and business continuity) \$675,000.00

Backfill Staffing (3 years)- \$1,615,000.00

Quality Assurance (3 years-NCSC Optional Tasks) - \$350,000.00

Contingency - (20% of total project costs) \$1,894,000.00

Total Estimated Expenditure for the entire Justice CCMS project \$11,439,000.00

**Exhibits/Attachments Attached:**

Contract Review

Master Agreement including the following exhibits:

Exhibit A Statement of Work	Insurance
Exhibit B Deliverables Schedule	Vendor Bid Documents
Exhibit C Project Schedule	Request for Proposal
Exhibit D Functional Requirements	Addendums
Exhibit E Interface and Extracts	
<b>Exhibit F Maintenance and Support Agreement</b>	
Exhibit G Defect Escalation Procedures	
Exhibit H Hardware and Software Requirements	
Exhibit I Escrow Agreement	
Exhibit J Tyler's Key Personnel	
Exhibit K Pinellas' Non-Disclosure Agreement	