



## AGENDA MEMORANDUM

First Reading Ordinance for the City Council Meeting of December 10, 2013  
Second Reading Ordinance for the City Council Meeting of December 17, 2013

**DATE:** November 18, 2013

**TO:** Ronald L. Olson, City Manager

**FROM:** Kimberly Jozwiak, Director of Municipal Court  
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### Professional Services Agreement to Implement a Replacement Municipal Court System.

#### **CAPTION:**

Ordinance authorizing participation in the National Joint Powers Alliance Cooperative Purchasing program; appropriating \$1,300,000 from the Unreserved Fund Balance in the No. 1020 General Fund for court case management software and data conversion services; authorizing execution of contract with Tyler Technologies in amount of \$777,044; changing the FY 2013-2014 Budget adopted by Ordinance No. 029915 to increase expenditures by \$1,300,000 in the No. 1020 General Fund.

#### **PURPOSE:**

The recommended vendor will replace existing software used by Municipal Court.

#### **BACKGROUND AND FINDINGS:**

The existing municipal court management software system was purchased and installed in 1998. It has been upgraded several times over the years, but is not sufficient to manage today's Municipal Courts environment. The existing vendor has failed to improve the software in a timely manner. Support for the software is provided by a single employee. The software has become an impediment to the Court's effective operation and lacks attributes to integrate well with other public safety systems.

Municipal Court personnel, with assistance from Municipal Information Systems have evaluated software from a number of providers with a particular emphasis on those vendors with an installed base in Texas. This evaluation included demonstrations, interviews with clients and site visits. Municipal Court and Municipal Information Systems personnel agree that InCode Municipal Court Software, from Tyler Technologies represents the best value for the City. This opinion was heavily weighted by Tyler's large Texas installed base of more than 500 cities, including all cities of our size and larger except Houston, and the relatively short implementation time for the InCode product (less than 10 months).

Tyler's InCode Municipal Court Software is available through the National Joint Powers Alliance, a national government and education purchasing cooperative.

Document Conversion will be brought to Council as a separate item. This is anticipated to cost approximately \$366,000.00.

**ALTERNATIVES:**

Not applicable.

**OTHER CONSIDERATIONS:**

InCode will integrate well with both Selectron (Interactive Voice Response) and Laserfiche (Document Imaging), other applications which affect Court operations.

**CONFORMITY TO CITY POLICY:**

This purchase conforms to City purchasing policies and procedures and state statutes regulating procurement.

**EMERGENCY / NON-EMERGENCY:**

Non-emergency

**DEPARTMENTAL CLEARANCES:**

Municipal Court, Purchasing, Municipal Information Systems

**FINANCIAL IMPACT:**

X Operating       Revenue       Capital       Not applicable

<b>Fiscal Year: 2013-2014</b>	<b>Project to Date Expenditures (CIP only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget		777,044.00	525,216.00	1,302,260.00
Encumbered / Expended Amount				
This item		777,044.00	525,216.00	1,302,260.00
BALANCE		0	0	0

Fund(s): Municipal Information Services

**Comments:**

Total cost of the contract is \$777,044.00. Funds have been budgeted for this expense in Fiscal Year 2013-2014 and will be available in 1020 General Fund. The \$131,304 for annual maintenance and support shown above for years two through five of the agreement will be requested during the normal budget process. Document Conversion will be brought to Council as a separate item. This is anticipated to cost approximately \$366,000.00.

**RECOMMENDATION:**

Staff recommends approval of the motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Tyler Technologies Contract  
Tyler Technologies Statement of Work