



## Travis County Commissioners Court Agenda Request

**Meeting Date:** August 7, 2012

**Prepared By/Phone Number:** Lori Clyde/854-4205

**Elected/Appointed Official/Dept. Head:** Cyd Grimes

**Commissioners Court Sponsor:** Judge Biscoe

**Agenda Language: Approve Contract Award for a Courtroom Docket Management System, Contract No. 4400001067, to the Highest Qualified Respondent, Mentis Technology Solutions, LLC.**

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.

A Request for Proposal was issued October 11, 2011 for a Courtroom Docket Management System for the Travis County Civil and Criminal Courts. Three proposals were received November 22, 2011. After evaluating the proposals and receiving Best and Final Offers, the committee recommends awarding to Mentis Technology Solutions, LLC as the highest qualified respondent for the County.

The Travis County Civil and Criminal Courts recommend the purchase of the Mentis aiSmartBench software solution that will provide Civil and Criminal Courts Judges an electronic interface to case files from the District Clerk. Access to electronic files is a top priority for both the judges and the district clerk. For the Criminal Courts, electronic access to case files will reduce the costs of maintaining paper files and increase overall court efficiency. For the Civil Courts, this will replace the current eDocket application as it reaches end of life. Additionally included are professional services related to training and support.

Implementation will be completed in phases as funds become available. For FY12, for the Civil Courts, three courts will be implemented for a cost of \$61,131.00, including first year's maintenance. For the Criminal Courts, seven District Courts and one Magistrate Court will be

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, [Cheryl.Aker@co.travis.tx.us](mailto:Cheryl.Aker@co.travis.tx.us) by Tuesdays at 5:00 p.m. for the next week's meeting.

implemented for a cost of \$205,416.00, including first year's maintenance. After the initial year, the maintenance fees will be approximately \$3,282 per court dependent on the number of additional user licenses needed per court. There is also a 3% cap on increases annually. As additional funds become available, other courts will be implemented per costs referenced in the Contract.

➤ **Contract Expenditures:** Within the last 12 months \$0.00 has been spent against this contract.

➤ **Contract-Related Information:**

Award Amount: \$266,547.00

Contract Type: Purchase/Maintenance

Contract Period: August 7, 2012 – August 6, 2013

➤ **Solicitation-Related Information:**

Viewed: 58

Responses Received: 3

HUB Information: N/A

% HUB Subcontractor: N/A

➤ **Special Contract Considerations:**

Award has been protested; interested parties have been notified.

Award is not to the lowest bidder; interested parties have been notified.

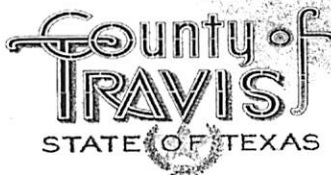
Comments:

➤ **Funding Information:**

Fund Reservation Number: 300000207 and 300000202

Comments:

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Office of the District Judges  
Heman Marion Sweatt Courthouse  
P.O. Box 1748  
Austin, Texas 78767  
(512) 854-4727

July 24, 2012

TO: Cyd Grimes, C.P.M.-Travis County Purchasing Department

FROM: Mark Erwin, Technology Manager, Civil and Criminal Courts

RE: Recommendation to purchase Mentis Technologies aiSmartBench software application and related professional services/support from reservation number 300000207.

**Proposed Motion:**

Approve contract with Mentis Technology Solutions, LLC (Mentis) for the aiSmartBench software application and related professional services and support contracts.

**Summary and Staff Recommendation:**

The Travis County Civil Courts are recommending purchase of the Mentis aiSmartBench software solution that will provide Civil Courts Judges an electronic access to electronic case files from the District Clerk. This functionality is critical to the operation of the Civil District Courts. The functionality is already being seriously impaired by very slow system speed and may be lost when the current eDocket application reaches an end of life. Additionally included are professional services related to training and support.

**Budgetary and Fiscal Impact:**

The price for initiating this product as a limited pilot for three courts in fiscal year 2012 is \$61,131 and \$9,846 in maintenance and support for each of the following years. In the FY13 budget, a request for additional funds has been made to deploy the application to all District and family courts. Budgeted amount available in the following account totals \$61,131:

Reservation number 300000207 - \$61,131

The product contract was negotiated in such a way that licensing costs are tied directly to an actual Court so that as additional courts are ready, they can be purchased individually.

**Issues and Opportunities:**

The Civil Courts are currently reliant on eDocket for access to electronic court files which was developed by Vista Solutions. The current application used by the Civil Courts is experiencing disruption of service and nearing End-Of-Life. It is critical that the Courts begin migration to a new application or electronic access to files may become impossible and the Judges will have to revert back to paper court documents.

**Background:**

In July, 2011 the Courts engaged the Purchasing Department to begin the purchase of this solution. Purchasing requested a formal Request for Proposal process as the most efficient method for implementation on August 6, 2011. The Courts, District Clerk, County Clerk and ITS all had representatives on the selection committee and the final committee selection was for the Mentis product in March, 2012.

The Criminal Courts will be adopting the same solution for access to electronic files and docket management. A related purchase request from the Criminal Courts is also being submitted.



Mark Erwin

Cc: Judge John Dietz  
Judge Julie Kocurek  
Peg Liedtke, Civil Courts  
Debra Hale, Criminal Courts

TRAVIS COUNTY  
DISTRICT AND COUNTY  
CRIMINAL COURTS



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July 24, 2012

TO: Cyd Grimes, C.P.M.-Travis County Purchasing Department

FROM: Mark Erwin, Technology Manager, Criminal and Civil Courts

RE: Recommendation to purchase of the Mentis Technologies Judges software application, related professional services and support (reservation number 300000202)

**Proposed Motion:**

Approve contract with Mentis Technology Solutions, LLC (Mentis) for the aiSmartBench software application and related professional services and support contracts.

**Summary and Staff Recommendation:**

The Travis County Criminal Courts are recommending purchase of the Mentis aiSmartBench software solution that will provide Criminal Courts Judges an electronic interface to case files from the District Clerk. Access to electronic files is a top priority for both the district judges and the district clerk. Electronic access to case files will reduce the costs of maintaining paper files and increase overall court efficiency. Additionally included are professional services related to training and support.

**Budgetary and Fiscal Impact:**

The best and final offer received from the vendor (Mentis Technology Solutions) for seven District Courts and one Magistrate Court is \$205,416 for FY12 (first year) and \$26,256 in maintenance and support for following years. Existing budgeted amounts available in FY12 with the following reservation numbers is \$250,000:

Reservation number 300000202 - \$250,000

The product contract was negotiated in such a way that licensing costs are tied directly to an actual Court so that as additional courts are ready, they can be purchased individually.

**Issues and Opportunities:**

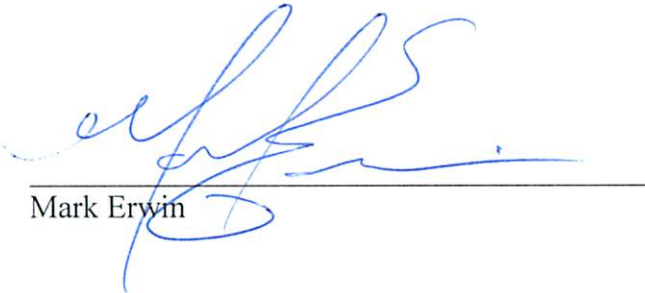
The Criminal Courts are currently reliant on paper files to access court documents. There is a strong desire by the Criminal Court Judges to have electronic access to files and the current Vista application used by the Civil Courts is experiencing disruption of service and nearing End-Of-

Life. It is important that the Courts begin migration to a new application or electronic access to files may become impossible.

**Background:**

In July, 2011 the Criminal Courts engaged the Purchasing Department to begin the purchase of this solution. Purchasing requested a formal Request for Proposal process as the most efficient method for implementation on August 6, 2011. The Criminal Court, District Clerk, County Clerk and ITS all had representatives on the selection committee and the final committee selection was for the Mentis product in March, 2012.

The Civil Courts will be adopting the same product to replace the current, aging eDocket application which is experiencing minute plus wait time to perform certain functions. A related purchase request for the Civil Courts is expected as well.



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Mark Erwin

Cc: Judge Julie Kocurek  
Judge John Dietz  
Debra Hale, Criminal Courts  
Peg Liedtke, Civil Courts