Travis County Commissioners Court Agenda Request

Meeting Date: December 11, 2012

Prepared By/Phone Number:
Roger Jefferies, County Executive, JPS, (512) 854-4759

Elected/Appointed Official/Dept. Head: Roger Jefferies, County Executive, JPS, (512) 854-4759

Commissioners Court Sponsor: County Judge Samuel T. Biscoe

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION ON TECHSHARE COURT PROJECT

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

The attached memo provides an update on the proposed TechShare Court Project which is a joint project with the Conference of Urban Counties, Dallas County, and Tarrant County. The TechShare Court Project would replace Travis County's current FACTS court case management system which has reached its end of life. The attachments include memos on the project from ITS and PBO and the proposed addendum from the CUC, which, if approved by the Commissioners Court, would include us in the 3 county partnership on the court case management project.

ISSUES AND OPPORTUNITIES:
Please see attached memo and attachments.

FISCAL IMPACT AND SOURCE OF FUNDING:
While other costs are involved which are explained in the attached memo, this agenda item is requesting approval of the addendum to our master ILA with the CUC, which would include us in the 3 county partnership on the court case management project. If approved, a request would be forwarded to transfer to ITS from the IJS reserve $1,146,096 for the FY

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 **by Tuesdays at 5:00 p.m.** for the next week's meeting.

2013 CUC license and development costs for the court project. The total 3 year cost of the CUC license and development phase **of the court project for Travis County would be $3,275,356.**
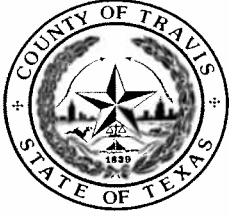
REQUIRED AUTHORIZATIONS:

District Court Judges
County Court at Law Judges
Probate Court Judge
District Clerk
County Clerk
PBO
Auditor's Office
Purchasing Office
ITS
County Attorney
District Attorney
Probation/Pretrial Services
IJS Steering Committee

ATTACHEMENTS:

Memo to the Commissioners Court dated December 5, 2012; letters on the project from ITS and PBO; and the proposed addendum to the master ILA agreement with the CUC TechShare program for the court project.

JUSTICE & PUBLIC SAFETY DIVISION

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Criminal Justice Planning
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To: Sam Biscoe, Travis County Judge
Ron Davis, Commissioner, Precinct 1
Sarah Eckhardt, Commissioner, Precinct 2
Karen Huber, Commissioner, Precinct 3
Margaret Gomez, Commissioner, Precinct 4

From: Roger Jefferies, County Executive, Justice and Public Safety

Date: December 4, 2012

SUBJECT: CONSIDER AND TAKE APPROPRIATE ACTION ON THE TECHSHARE COURT PROJECT

Quick overview of TechShare to date:

Planning Process

— In the summer of 2011, Travis County joined the CUC TechShare project planning phase at a cost of $183,000, which included $60,000 for the prosecutor project, and $123,000 for the court project.

Prosecutor Project

— Following completion of the planning phase, the development phase of the prosecutor project was approved by the Commissioners Court in July 2012, at a total CUC-related cost of $1,031,537 over three years. Of the $1,031,537 for the development phase, the Commissioners Court approved a transfer from the IJS reserve of $55,394 for FY 2012 costs and $717,746 for FY 2013 costs. An additional payment of $258,401 will be required for FY 2014 CUC-related development costs.

— Going forward, the cost of implementing of the prosecutor project is estimated at $583,000. Hardware, interfaces, and data conversion are estimated at $700,000. An annual cost of $194,000 is estimated for ongoing maintenance for the prosecutor project.

Court Project

Procurement Process

With its partners Dallas, Tarrant, and Travis counties, TechShare has completed the planning phase of the court project, which included a procurement process to identify a suitable vendor.

— 14 vendors attended pre-proposal conference
— 6 responded to the RFP
— 5 passed administrative review (met RFP minimums) and went through a 5 criteria review
— 3 passed the five criteria review
— 2 were selected for negotiation
— AMCAD was selected to develop a proposal

CUC developed a proposal with the selected vendor, AMCAD, for consideration by the participating counties. The scope of the proposal is included in the attached Addendum for your review.

The Addendum (which is an addendum to the master interlocal agreement we have with CUC's TechShare program) describes the participating counties and the CUC's responsibilities in the project. It also includes Attachment A, which contains the revised Project Work Plan, Budget, and Cost Allocation.

CUC Costs for Court Project

The current five year estimate for the entire court project (CUC costs only) for development, implementation, maintenance, and the statewide license which gives us access to the source code is $40.1 million. Travis County's share of that over the period is estimated to be $8.6 million, which does not include our local costs.

For your consideration now is the Addendum for only the licensing and development phase of the project. Travis County's share over three years for the licensing and development phase CUC-only costs is $3,275,356. Travis County's FY 2013 CUC-only costs will be $1,146,096. We currently have enough in the IJS FY 2013 reserve to cover this amount and will request that this amount be transferred from the reserve, if you approve the program.

There is also an outstanding request from ITS for three additional staff at an annual cost of $268,044, and an estimate of $700,563 for hardware and other related local ITS costs for the

court project (please see attached memos from PBO and ITS). Please note that other stakeholder departments may require additional support for this project, which may be requested in the FY 2014 budget process.

What is Travis County getting with the Court Project?

— Criminal Courts requirements and fit/gap analysis
— Civil Courts and Probate Court fit/gap analysis
— Unlimited trial court license for the baseline AMCAD product
— Unlimited license for ROAM for any county use
— Collaborative development to build out the software to county requirements
— Software development process based on requirements for Criminal, Civil, and Probate Courts
— Testing center that supports continuous software improvement and refinement
— Ability to direct maintenance and development funds towards important priorities for Travis County
— "Sandbox" where the county can configure and learn how best to implement
— Implementation services for the Criminal District and County Courts.
— Potential for rebates when other counties join the collaboration
— Option to acquire source code through statewide license
— Shared maintenance costs with other counties

What are the Benefits?

— Advanced court case management system, including implementation, maintenance and source code for $8.6M, a savings of at least $4M
— Court Case Management System built to Travis County specifications
— Shared resources and knowledge base with other large Texas counties
— Option for rapid implementation in 12 to 18 months
— Potential for cost recovery
— Ownership of the source code
— Partnership with a multiple, strongly motivated organizations that bring talent to a project that is not readily available in a typical county/vendor procurement process
— Path forward for the replacement of FACTS
— Immediate license of fully working product in use in Texas

What are the Risks and How are They Being Addressed?

— **Transitioning leadership and adequate resources in ITS**
— **Data conversion and integration to existing and future county applications (e.g. OnBase)**

ITS has forwarded a staffing plan they believe will provide the appropriate support for project management, data conversion and integration of county applications into the

proposed TechShare Court Project. The plan includes 3 new staff. There will also be estimated additional costs for hardware, equipment, and other items to support the project (please see attached memos from ITS and PBO). In addition, there is currently underway a search for a new Chief Information Officer for the county, who would provide leadership for ITS for the duration of this project.

— Stakeholder adoption, participation, and ongoing communication

An Executive Steering Committee of elected officials impacted by the court project voted unanimously to proceed with the TechShare project and present to the Commissioners Court for approval. They have agreed to stay intact as a committee to guide the progress of the court project. Those who are working on the project will report to the committee on a regular basis on its status. Communication around the court project will also be facilitated through the IJS Steering Committee. The Auditor's Office has agreed that it would be helpful for them to assist us in developing the financial requirements for the system as part of the development phase of the project and will direct staff to provide feedback, as needed, to the financial liaisons and other appropriate stakeholders throughout this development process, if this goes forward.

— Quality assurance throughout the project

The Executive Steering Committee of elected officials expressed a desire for ongoing quality assurance for the court project. The CUC described for the committee the structure of the development phase, which has built into it the opportunity for testing the software at regular intervals to ensure that it is working properly. The contract is also deliverables based and structured in such a way as to pay the vendor only upon satisfactory delivery of the various components of the project.

— The need for a contingency reserve

The CUC built in a reserve of 10% of the development costs to serve as a contingency for unforeseen issues.

— Plan for FACTS phase out, including civil and probate courts, and CES

This overall project includes the development and implementation of a case management system for the criminal courts only. While there is the opportunity to develop the business requirements for the civil and probate courts under the criminal courts project, development and implementation of a system for them would be an additional cost to the county.

What do Other Options to TechShare Look Like?

Replacement of the existing Courts CMS System (FACTS) is required (Civil, Criminal, and Probate). FACTS is supported, but no new releases of FACTS will be provided. Other than the TechShare program, the option to replace FACTS would require engaging, on our own, a new solicitation for a new Case Management System, which would require:

— Creation of detailed requirements for all participating departments prior to engagement of effort
— RFP creation, review, evaluation and selection
— Opportunity to review other vendor systems
— All maintenance and system support provided by selected vendor
— Possibly no option to own source code

Next Steps and Timeline on the Court Project

We are respectfully requesting approval of the TechShare Court Project. Upon your approval, we will request through PBO that $1,146,096 currently available from the IJS reserve be transferred to ITS to fund the first year of license and development costs. The CUC estimates that this phase of the court project will begin in February 2013.

We look forward to discussing the TechShare court project with you. Please contact me at 44759 if you have any questions.

c: District and County Court at Law Judges
Probate Court Judge
Sheriff
County Clerk
District Clerk
County Attorney
District Attorney
IJS Steering Committee
PBO
Purchasing
County Auditor's Office

Attachments

PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

700 Lavaca, Ste 1560
P.O. Box 1748
Austin, Texas 78767

December 3, 2012

To: Commissioners Court

From: Katie Petersen Gipson, Sr. Planning & Budget Analyst

Re: FY13 Costs related to CUC TechShare Courts Project

The Commissioners Court is being asked to move forward with the Courts module of the TechShare project led by the Texas Conference of Urban Counties. This memo is to inform the Commissioners Court of the remaining FY13 costs related to this project and list the potential costs for FY14.

FY13 Budgeted Projects related to the Integrated Justice System

The IJS related expenses in the FY13 Adopted Budget include:

- Six additional staff to work on all IJS projects--Business Analysts in the District Attorney's Office, District Clerk's Office, County Clerk's Office, Criminal Courts Administration, ITS; and a Project Manager in ITS ($635,294),
- County Clerk's On Base Document Management System contract ($73,481 operating, $225,000 Capital Acquisition Resources),
- JP Odyssey system contract ($1,348,794 CAR), and
- FY13 IJS Reserve ($2,164,795) including funding for 2013 costs of the CUC TechShare courts module, prosecutor module, and hardware and RMCR licenses to expand the On Base Document Management System to other County departments.

So far in FY13, there have been two budget amendments approving funding from the $2,164,795 IJS Reserve. On October 23, 2012, Commissioners Court approved $196,951 for DMS hardware and on November 6, 2012, $717,746 was approved for the second year development and implementation costs of the Prosecutor module.

As of today there is $1,250,098 left in the IJS Reserve, of which $54,000 will need to be set aside for RMCR On Base licenses. The remaining $1,196,098 can be dedicated to the development of the Courts module. Please note about $50,000 of those remaining funds will need to be directed to ITS for hardware related to setting up the system. The rest ($1,146,098) may be paid to CUC for development of the project.

FY13 request by ITS for additional staffing for Courts project

In order to properly implement the Courts module, ITS is requesting three new FTEs, two Application Development Analysts II ($182,284 annualized salary and benefits funded at minimum level), and a Business Analyst II ($85,760).

The FY13 Adopted Budget already included $218,808 for two new FTEs in ITS to support the CUC project. This request for three new FTEs is in addition to those two FTEs already included in the budget and was not mentioned in any FY13 ITS budget request. While PBO agrees that additional staffing may be needed for the project, PBO recommends that this staffing request be deferred to the FY14 budget process in order to more fully analyze the request and compare it against all other county-wide needs.

PBO recommends that ITS continue to work on a detailed and long term staffing plan for the IJS projects. Commissioners Court should be informed as to what will happen to existing staff working on the FACTS program as it winds down and the TechShare program takes its place. It would also be helpful to know whether any staff could be hired on a contract basis to handle expected temporary spikes in workload as the Courts and Prosecutor projects are implemented at the same time.

Should the Commissioners Court agree with ITS and approve adding the FTEs mid-year, PBO would recommend that ITS internally fund the salary, benefits, operating costs and new computer/phone costs with temporary salary savings on a one-time basis for the remainder of FY13. The full annualized cost of the salary and benefits would be added to the department's FY14 Budget target.

List of Potential FY14 Costs for all Integrated Justice System projects

The following are likely budget requests that will need to be addressed in the FY14 Budget process:
- Year 3 costs to CUC for development/implementation of Prosecutor Module;
- Year 2 costs to CUC for development/implementation of Courts Module;
- Maintenance agreement for JP Odyssey contract;
- Additional staffing requests;
- On Base DMS licenses for District Attorney, County Attorney and District Clerk;
- Additional capital costs for implementation of DMS and Prosecutor/Courts modules; and
- Planning for replacement of FACTS for Civil Courts.

The exact cost for many of these projects is not yet known and will be refined throughout the next few months. If you have any questions, please contact me at 854-9346.

CC: Roger Jefferies, County Executive for Justice & Public Safety
Leslie Browder, County Executive for Planning & Budget
Rod Brown, ITS
Tanya Acevedo, ITS

Walter LaGrone, ITS
David Lampl, ITS
Randy Lott, ITS
Jessica Rio, PBO
Diana Ramirez, PBO

Date:	**November 27, 2012**
To:	**Roger Jefferies, Justice & Public Safety County Executive**
From:	**Rod Brown, Information Technology Director** **Tanya Acevedo, Project Management Division Director**
Subject:	**ITS Budget Requirements in Support of ACMS Courts Project**

Information Technology Services met with Charles Gray and Mark Kenneth from the CUC on 11/20/2012 to discuss the CUC staffing recommendations in support of the ACMS Courts development and implementation project. A staffing model specific to Travis County was constructed as part of the meeting. The resulting staffing model was then used to identify the staffing needs for the Travis County ITS team for FY 13 to support the concurrent Prosecution and Courts modules implementations. Based on the study, ITS will require 11 FTE to bring the project to fruition. Currently, ITS is able to meet 8 of the 11 positions required with existing staff, but will require 3 new FTE in FY 13 to fully meet the implementation needs of the project. Salary plus benefits listed below are annualized amounts and reflect a range from entry level to midpoint:

- o Two (2) Application Development Analysts, Grade 25
  - $91,142 – $115,807 per FTE
- o One (1) Business Analyst II, Grade 24, Salary
  - $85,760 – $108,811 per FTE
- o **Total Salary and Benefits range, 3 FTE: $268,044 - $340,425**

Again, these 3 positions reflect only the needs of the ITS portion of the project in FY 13. Staffing that will be required to implement the ACMS Court solution for other county departments and offices is located in the ACMS Courts Staffing Recommendation document attached.

ITS also examined other Travis County requirements related to hardware, software, training, data conversion and implementation issues required for the Courts project. Based on our initial research and using available CUC Prosecutor Module documents for a planning framework, ITS can provide a preliminary estimate for ACMS Courts, given current resources the department already possesses:

- o Interfaces: $155,000
- o Hardware: $231,875
- o Digital Media: $120,000
- o Training: $130,000
- o Contingency: $63,688
- o **Total: $700,563**

ITS believes these resources will not be required until either FY 14 or FY 15. All assumptions are listed in the backup, and with this is in mind, ITS considers these figures to be for discussion purposes only.

Attachments:

    ACMS Courts ITS only staffing requirements.xlsx
    ACMS Courts staffing recommendations.xlsx
    CUC Tech Estimate for Prosecutor Module_ITS Adjusted 112712- Travis.xlsx
    CUC Tech Estimate for Prosecutor Module - Travis.xlsx
    Project Proposal for Court Module Development Draft_20121105.pdf

CC:

Leslie Browder, County Executive for Planning and Budget
Katie Gipson, Planning and Budget
Walter LaGrone, David Lamp'l, Randy Lott, ITS
Mark Erwin, Criminal Courts/District
Debra Hale, Criminal Courts/County
Peg Liedtke, Civil Courts/District

ACMS Courts ITS only staffing requirements

ACMS Courts ITS only staffing requirements

TRAVIS COUNTY ITS STAFFING NEEDS

ITS Staffing Requirements	New	Existing	Notes	Job Title and Grade	Salary & benefits (entry level)	Salary & benefits (mid)
Technical Committee Member		1.0				
Interface Developers	1.0	1.0	One new, not budgeted	Application Development Analyst II, Grade 25	$91,142	$115,807
Project Manager		1.0	Included in FY13 ACMS Budget			
Systems Analyst	1.0	3.0	One new, not budgeted	Business Analyst II, Grade 24	$85,760	$108,811
Interface Systems Analyst		0.5	Included in FY13 ACMS Budget			
Data conversion Systems Analyst		0.5	Included in FY13 ACMS Budget			
Data Conversion Specialist/Developer		1.0	Assumes a staggered prosecution and courts implementation schedule			
Application Developer	1.0		New, not budgeted	Application Development Analyst II, Grade 25	$91,142	$115,807
TOTALS	**3.0**	**8.0**			**$268,044**	**$340,425**

ACMS Courts CUC staffing recommendations

CUC RECOMMENDED STAFFING

ROLE	CUC	ITS Pros	ITS Courts	DISTRICT Civ/Crim	COUNTY Civ/Crim	PROBATE	COURTS	Pre-Trial	Hot Checks DA	Hot Checks CA	Auditor	OTHER	Notes
Project Director	1												Duration of project
Software Dev Mgr	1												Duration of project
Project Manager	1												Duration of project
Project Controller	1												Duration of project
Project Administrator	1												Duration of project
Resource Mgr	1												Duration of project
Database Conversion Specialist	2												Duration of project (1 to 2 resources)
Database Administrator	1												Duration of project
Network Administrator	1												Duration of project
Interface Developers	2												Duration of project (1 to 2 resources)
BA/End User Trainers	6												As needed (4 to 6 resources)
Support Coordinator	1												Maintenance and support
Tester/Documentation	2												As needed
Tech Lead	1												Duration of project
Interface Developers		2											Duration of project (prosecution and courts)
End User Trainer/Functional Expert				2	2	1	1	1	1	1			Duration of project
Stakeholder Committee Member												1	Roger Jeffries (1 to 2 meetings per month)
Technical Committee Member		1											Rod Brown (Frequent meetings)
Project Manager		1		1	1	1	1	1	1	1			Shared between prosecution and courts
Product Owner		1											50% time required
Systems Analyst		2	2	4	4	2	2	1	2	2			2 for Prosecution and 2 for Courts
SME's						2	2	1	2	2	2	2	As needed per module
SME - Fulltime				1	1	1	1	1	1	1			Fulltime, recommended to oversee all modules
Departmental BA's		0.5		1	1								
Interface Systems Analyst													Identify/Define interface requirements
Data conversion Systems Analyst		0.5											Work with CUC conversion specialist and County conversion developer
Data Conversion Specialist/Developer		1											Timing should allow prosecution & courts
Application Developer			1										Recommended - This position will be dedicated to the CUC development staff. Will obtain AMCAD developer certification and learn the AMCAD development tools and envirionment for local county support of AMCAD applications. Note: 1 at a minimum, 2 recommanded.
Financial expertise											2		
TOTALS	22	3	3	9	9	6	6				4	3	

CUC Tech Estimate for Prosecutor Module_ITS Adjusted 112712- Travis

CUC Tech Estimate - Travis County ITS Adjusted

(Taken from CUC Estimate Summary Tab of CUC Tech Estimate Workbook. Travis County ITS comments, modifications are highlighted in RED.)

	Recommended	Adjusted	Reason for Difference
Interface Cost	$155,000.00	$155,000.00	Accepting CUC estimate for interface costs to other vendors.
Data Conversion	$334,733.40		CUC providing a toolkit for conversion.
Personnel	$44,000.00		ITS is not sure of basis for $44,000 figure. Personnel costs discussed ($268,044) under ACMS staffing requirements backup.
Implementation Team	$340,200.00		ITS understands that the CUC Implementation Team costs may now be **$583,000**. ITS does not have that backup info from CUC to verify.
Hardware	$231,875.00	$231,875.00	Accepting the CUC estimate since we will need production and training environments.
Digital Media	$1,345,050.00	$120,000.00	Travis County has existing systems for photo, video, and document media storage. However, we will need additional storage.
Training	$387,300.00	$130,000.00	CUC projection includes some temporary training facilities and trainers. This may be needed if we train 2,000+ users.
Contingency	$283,815.84	$63,687.50	Always need contingency funds for large project.
	$3,121,974.24	**$700,562.50**	

Assumptions:

GIVEN THE PRELIMINARY NATURE OF DISCUSSIONS WITH THE CUC FOR THE COURTS PROJECT, ITS BELIEVES THAT THESE COSTS *MAY* BE SIMILAR TO THOSE OF THE PROSECUTOR MODULE. HOWEVER, THESE FIGURE MAY CHANGE AND SHOULD BE USED FOR DISCUSSION PURPOSES ONLY.

Hardware estimates based on two environments. Production and Test.

Server quantities based research of an Arizona County large scale implementation that required a production environment consisting of:

Two (2) - Application Servers - Virtual

Two (2) - Web Servers - Virtual

One (1) - Report Server - Virtual

Two (2) - Database Servers - Stand Alone

Test environment will be all virtual.

CUC Tech Estimate for Prosecutor Module - CUC Original Document

Prosecutor Phase	Recommended		Adjusted	
Interface Cost	$	155,000.00	$	155,000.00
Data Conversion	$	334,733.40	$	334,733.40
Personnel[1]	$	44,000.00	$	44,000.00
Implementation Team	$	340,200.00	$	340,200.00
Hardware	$	231,875.00	$	231,875.00
Digital Media[1]	$	1,345,050.00	$	1,345,050.00
Training	$	387,300.00	$	387,300.00
Contingency	$	283,815.84	$	283,815.84
	$	3,121,974.24	$	3,121,974.24

Salary Budget for new FTEs added to meet project needs	$	-	

Salaries of new FTEs are not counted in project estimate, but should be accounted for in annual budgets of the departments to which the resource is added.

The estimation model is a tool to help each County estimate the true cost of implementing the Prosecutor application, beyond the development and configuration that is needed.
The model provides a recommended cost based on a series of assumptions. Each of these assumptions can be modified by the County to reflect the cost based on specific County knowledge and conditions.
Any cell highlighted in yellow can be modified by the County.
Costs identified in this model are for estimation and budgeting purposes only.

[1] *Estimate is based on Tarrant County's current storage levels and 3 years of storage. This estimate and a methodology for dealing with digital media will be developed during implementation*

General Assumptions		Effort/Cost		County Adjustment	
	Hourly cost for development	$	75	$	75
	Contingency		10%		10%
End User Training	Training will be a combination of CBT and Train the Trainer				
Training Customization	Customize Training to each County's specific business practices (3 weeks effort)		120		
Train the Trainer classes	One week Class		40		40
	Number of trainers to be trained		4		4
	Attorney Office Personnel		417		
	Percentage of personnel that need hands on training		50%		50%
	Day Training needed for role		3		3
	Training Days		625.5		625.5
	Cost of Training in man hours	$	375,300	$	375,300

[1] Current assumption is that all resources are required and will be trained. .Net Developers not included

Texas Conference of Urban Counties
TechShare Program
TechShare.Court Development Project Addendum

1. Agreement Structure

1.1. This TechShare.Court Development Project Addendum (hereinafter "this Addendum") is an addendum to the Master Interlocal Agreement For Participation In The Texas Conference of Urban Counties TechShare Program.

1.2. This Addendum is entered into by and among the Texas Conference of Urban Counties ("Urban Counties") and the Participants.

1.3. Each of the undersigned Participants is a signatory to the Master ILA.

1.4. To the extent that any provision of this Addendum conflicts with the terms and conditions of any provision of the Master ILA, then this Addendum governs.

2. Definitions

Capitalized terms used in this Addendum have the meanings as set forth in the Master ILA. The following capitalized terms, not otherwise fully defined within this Addendum, have the following meanings:

2.1. Master ILA: The Master Interlocal Agreement For Participation In The Urban Counties TechShare Program, Version 2.0 20120411, which was adopted by the Urban Counties Board of Directors on April 11, 2012.

2.2. Oversight Board: Oversight Board means the TechShare Justice Oversight Board.

2.3. Participants: Participants is defined as all Local Governments executing this Addendum.

2.4. Parties: Parties is defined as the Participants and Urban Counties.

2.5. Production Environment: Production Environment is defined as the local computer domain (hardware and software) in each county designed to operate TechShare.Court for the Participants.

2.6. Production Version: Production Version is defined as that version of TechShare.Court that is made available for use by Participants in their separate and independent Production Environments to conduct the day-to-day business of court case management.

2.7. Stakeholder Committee: Stakeholder Committee means the Stakeholder Committee for the TechShare.Court Development Project, as provided for in the Master ILA.

2.8. TechShare.Court: TechShare.Court is defined as the full-featured software system, including all versions, to be utilized by the Participants for the management of cases in trial level courts.

3. Term of Addendum

3.1. This Addendum shall be effective from December 20, 2012 through the completion of the scope of work as set forth in Attachment A.

4. Purpose

4.1.   The purpose of this Addendum is to complete the development of TechShare.Court, a software system to be used by local governments in the management of cases in trial level courts.

5. Project Work Plan, Budget and Cost Allocation

5.1.   The Project Work Plan, Budget, and Cost Allocation is attached as Attachment A.

5.2.   As additional Participants execute this Addendum, or as desired changes to the budget or cost allocation are identified, the Board of Directors may approve changes to the budget or cost allocation contained Project Work Plan, Budget, and Cost Allocation. The Stakeholder Committee, with approval of the Oversight Board, may approve changes to the work plan that do not require changes to the budget or cost allocation. If approved as set forth herein, the revised version of the Project Work Plan, Budget, and Cost Allocation shall automatically be substituted for the prior version as Attachment A so long as no Participant's costs are in excess of the amount previously approved by the Participant's governing body.

5.3.   In accordance with the Master ILA, a Participant will not be responsible for any costs in excess of those reflected in the Project Work Plan, Budget, and Cost Allocation unless those excess costs are approved by the Participant's governing body.

5.4.   Payments for FY2013 costs as set forth in the Project Work Plan, Budget, and Cost Allocation are due from each Participant no later than January 31, 2013. Payments for FY2014 and FY 2015 are due no later than October 31, 2013 and October 31, 2014, respectively.

   5.4.1. Costs as set forth in the Project Work Plan, Budget, and Cost Allocation for any Participant joining the TechShare.Court Development Project during the term of this Addendum are due no later than 30 days after approval of this Addendum by the Participant.

   5.4.2. There is no pro-ration of costs for any Participant joining the TechShare.Court Development Project during the term of this Addendum.

5.5.   Notwithstanding section 5.4, if the Participants pay the software licensing fee of $2,359,110 on or before January 7, 2013, the Total Consulting Fees will be reduced by $1,000,000. The reduction will be in accordance with the provisions of the contract between Urban Counties and AMCAD. In this event, Urban Counties will provide an updated Project Budget and Cost Allocation.

6. TechShare.Court Funding Formula

6.1.   The funding formula for TechShare.Court shall be based on population.

6.2.   Each Participant's percentage of the costs of the TechShare.Court Development Project shall be equal to the percentage that the Participant's population represents of the total population of all Participants. For this calculation of Capital Costs, population figures from the 2010 decennial census will be used.

7. Compensation of Urban Counties

7.1.   Urban Counties shall be compensated as set forth in Attachment A.

8. Escrow

8.1.   Urban Counties will contractually commit AMCAD to place a copy of the then-current Source Code for AMCAD's Core Software in escrow with a third-party escrow agent that also offers verification services within 10 days after the effective date of the Contract between Urban Counties and AMCAD. Thereafter, AMCAD shall place in escrow the Source Code for new versions of AMCAD's Core Software within 10 days of such versions being made generally available by AMCAD.

8.1.1. Conditions of release of the Source Code to Urban Counties (or Funding Counties should they have succeeded to the rights of Urban Counties pursuant to Section 19.24 of the contract between Urban Counties and AMCAD) must include (i) the filing of a petition for voluntary or involuntary bankruptcy of AMCAD, which filing is not dismissed with 10 Business Days; and (ii) AMCAD ceases to operate as a going concern.

8.1.2. Should AMCAD discontinue support of AMCAD's Core Software due to the introduction of a new version of AMCAD's Core Software or a new product that replicates the functionality of AMCAD's Core Software, or for any other reason, then, as mutually agreed between the Parties and AMCAD, AMCAD will either (i) release the Source Code for AMCAD's Core Software to Urban Counties; or (ii) provide to Urban Counties, at no cost, a license for the new version of AMCAD's Core Software or for the new product. If a new license is agreed upon, it shall include terms substantially similar to the terms contained in the license for AMCAD's Core Software then held by Urban Counties. AMCAD shall be deemed to have discontinued support of AMCAD's Core Software if AMCAD ceases to engage in commercially reasonable activities to update the software.

9. Participant Access to Information

9.1.   Urban Counties shall make available to Participants the following information, which shall be posted in its then-current form to the TechShare website or other electronically accessible location:

9.1.1. the Master ILA and this Addendum;

9.1.2. the workplan, budget, and cost allocation;

9.1.3. list of Participants;

9.1.4. contracts with vendors providing goods or services directly for a Participant;

9.1.5. feature definitions, design documents and other technical plans proposed for consideration;

9.1.6. training manuals and other training material; and

9.1.7. documents presented at Stakeholder Committee meetings and Oversight Board meetings, and meeting minutes.

9.2.   As information is replaced with more current versions, old information will be compiled in archive folders and will remain available to Participants.

10. Miscellaneous

10.1.   This Addendum may not be amended except in a written instrument specifically referring to this Addendum and signed by the Parties hereto.

10.2.   Each Party represents that it has, as of the date of the execution of this Addendum, obtained all requisite approvals and authority to enter into and perform its obligations under this Addendum, including the funds necessary to satisfy its obligations herein.

10.3.   In the event any term or provision of this Addendum conflicts with any provision of law, or is declared to be invalid or illegal for any reason, this Addendum will remain in full force and effect and will be interpreted as though such invalid or illegal provision were not a part of this Addendum. The remaining provisions will be construed to preserve the intent and purpose of this Addendum and the parties will negotiate in good faith to modify any invalidated provisions to preserve each party's anticipated benefits.

11. Termination

11.1.   A Participant may terminate its participation in this Addendum by providing written notice of termination to the Urban Counties at least ninety (90) days prior to termination.

11.2. A Participant that ceases participation in this Addendum will not receive a refund of amounts previously paid.

11.3. A Participant that ceases participation in this Addendum will be given a non-exclusive, perpetual license to use and manipulate for the Participant's sole use the Project work product as it exists on or about the date the Participant withdraws.

12. Attachments Incorporated

12.1. The following attachments are incorporated in this Addendum as if fully set forth herein:

12.1.1. Attachment A: TechShare.Court Project Work Plan, Budget and Cost Allocation;

13. Approval Necessary for Addendum to be Effective

13.1. The Work Plan, Budget and Cost Allocation assumes initial approval of this Addendum by Dallas and Tarrant counties.

13.2. This Addendum shall not be in effect as to any party until approved by both Dallas and Tarrant counties.

This Addendum may be executed in multiple counterparts each of which will be deemed an original, but all multiple counterparts together will constitute one and the same instrument.

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COUNTY OF DALLAS

By: _____

Title:_____

Date: _____

Name and Address for Purposes of Notice:

_____

_____

_____

_____

ATTEST:

By: _____

Title: _____

COUNTY OF TARRANT

By: _____

Title:_____

Date: _____

Name and Address for Purposes of Notice:

_____

_____

_____

_____

ATTEST:

By: _____

Title: _____

TEXAS CONFERENCE OF URBAN COUNTIES, INC.

BY: _____

Title: Executive Director

Date: _____

Name and Address for Purposes of Notice:

_____

_____

_____

_____

Project Approach

Collaborative software development will take place at the Urban Counties TechShare Development Center in Austin, Texas. Software development will be completed through a collaborative effort involving Urban Counties, AMCAD and county resources. AMCAD will provide the development services for the first version of the TechShare.Court module, with interfaces, integration and some reports being developed by the Urban Counties and participating County technical staff. Managing to Excellence Corporation will also provide resources for directing the project, providing continuity from the earlier CIJS and ACMS planning projects. AMCAD will provide a software developer training and certification program that will allow the Urban Counties and participating counties to build a cadre of trained developers to participate in maintaining, enhancing and supporting the county-owned solution in the future.

The software will be developed in an iterative process patterned after the Agile development methodology that has been successfully used by the Urban Counties on other projects. The software will be developed in distinct releases that can be implemented in participating counties early in the project to provide early benefits from the use of the new module. Separate resource sharing and project proposals will be necessary to support implementation, maintenance and operations of the TechShare.Court module.

County resources will work collaboratively with the software development team with travel required at targeted, planned points in the project schedule to make efficient use of scarce, valuable county staff and personnel.

The software development process will use an advanced test-driven development approach that will result in fewer defects and problems with the completed software components. County staff will be involved in testing and accepting developed software, working remotely from their home offices through a hosted software development environment.

The software will be designed in such a way that it can be installed and operated locally in a county's information technology domain or hosted centrally and integrated to local county systems through advanced, asynchronous messaging technologies.

The project scoping document is attached as Exhibit 1.

Tasks, Activities and Schedule

The project schedule is attached as Exhibit 2. This schedule assumes three participating counties will be able to make all required project decisions within the timelines identified in the project work plans.

Project Budget

The project budget is $16,674,181.00. This budget assumes three counties will participate in the project. Table 1, below, shows the summary level breakdown of the proposed budget. This budget does **not** include local costs for hardware, software, personnel or other resources needed for the development project. This budget does include some travel reimbursement funding for the core county staff assigned to the project. The budget includes travel for representatives from each participating county in the amount of $162,960. Travel expenses will be paid in accordance with Urban Counties' Travel Reimbursement Policy. Travel expenses for

participating counties' representatives beyond the amount set forth in the budget will be the responsibility of each respective participating county.

This budget does **not** include funding for the acquisition of the statewide license for software and source code, nor does it contain any funding for local implementation or software maintenance and support.

In addition to financial contributions to the project, counties will be expected to provide personnel resources to work with the Urban Counties and the other participants to complete the project deliverables. Exhibit 3 shows the staffing roles for the Urban Counties and each participating county.

Exhibit 4 shows the estimated costs for additional counties (other than Dallas and Tarrant) that join the project, assuming that each is the only additional participant.

Table 1: Project Budget

Expense	FY 2013	FY 2014	FY 2015	Total
Accounting Fees	4,500.00	6,000.00	3,500.00	14,000.00
Legal Fees	24,000.00	16,000.00	9,330.00	49,330.00
Meetings	6,750.00	9,000.00	5,250.00	21,000.00
Occupancy				
Rent	120,000.00	160,000.00	93,330.00	373,330.00
Other Expenses				
Consulting	1,264,875.00	2,305,620.00	1,282,625.00	4,853,120.00
Insurance	900.00	1,200.00	700.00	2,800.00
Internet Services	7,200.00	9,600.00	5,600.00	22,400.00
Mgt. Services	1,516,200.00	3,087,200.00	1,778,120.00	6,381,520.00
Misc.	9,315.00	12,420.00	7,245.00	28,980.00
Software Licensing Fee	2,359,110.00	0.00	0.00	2,359,110.00
Systems Operations Fee	150,000.00	200,000.00	116,670.00	466,670.00
Total Other Expenses	5,307,600.00	5,616,040.00	3,190,960.00	14,114,600.00
Postage & Shipping	1,800.00	2,400.00	1,400.00	5,600.00
Printing & Publications	900.00	1,200.00	700.00	2,800.00
Travel				
Consultant	116,000.00	47,440.00	22,745.00	186,185.00
Staff	170,775.00	175,540.00	96,690.00	443,005.00
County Core Personnel	69,840.00	93,120.00	0.00	162,960.00
Total Expense	5,822,165.00	6,126,740.00	3,423,905.00	15,372,810.00
Contingency (10%) of Development Costs	346,305.00	612,674.00	342,391.00	1,301,370.00
Total Budget	6,168,470.00	6,739,414.00	3,766,296.00	16,674,180.00

Expected Cost Allocation – Three Participating Counties

Participant Contributions	FY 2013	FY 2014	FY 2015	Total
Dallas County	3,008,669.52	3,136,653.09	1,752,906.70	7,898,229.31
Tarrant County	1,930,942.29	2,289,932.15	1,279,719.91	5,500,594.36
Travis County	1,146,096.19	1,395,590.76	733,669.39	3,275,356.34
	6,085,708.00	6,822,176.00	3,766,296.01	16,674,180.00

If initial license fee payment is made in accordance with Section 5.5 of the Addendum, the following table shows the allocation between Dallas, Tarrant and Travis Counties, respectively, for the $2,359,110 amount. If other counties join after the initial license fee payment, subsequent payments will be adjusted in proportion to the the population of the other county(ies).

Initial License Fee Payment	FY 2013	FY 2014	FY 2015	Total
Dallas County	1,097,975.23			1,097,975.23
Tarrant County	801,583.32			801,583.32
Travis County	459,551.45			459,551.45
Total Initial License Payments	$ 2,359,110.00			$ 2,359,110.00

Subsequent Payments

	FY 2013	FY 2014	FY 2015	Total
Dallas County	1,910,694.28	3,136,653.09	1,752,906.70	6,800,254.07
Tarrant County	1,129,358.97	2,289,932.15	1,279,719.91	4,699,011.04
Travis County	686,544.74	1,395,590.76	733,669.39	2,815,804.89
Total Subsequent Payments	$ 3,726,598.00	$ 6,822,176.00	$ 3,766,296.01	$14,315,070.00

| Total Participant Cost | $ 6,085,708.00 | $ 6,822,176.00 | $ 3,766,296.01 | $16,674,180.00 |

Exhibit 1: Scope

The following table represents the summarized functional scope of the project. Additional requirements and/or clarifications to the requirements are expected to be identified during the development of Deliverable #2. Civil, Family and Probate Court requirements will be included in the requirements as they are identified during the fit analysis.

#	Requirement	Process Area	Function
1	Ability to audit court appointed attorney's submitted vouchers across cases and dates.	Support Processes	Auditing
2	Ability to audit information based on user activity.	Support Processes	Auditing
3	Ability to prevent a C&I AND indictment being filed on the same case at the same time (could use TRN to assist in mapping this function).	Support Processes	Auditing
4	Ability to electronically filemark at predefined points.	Support Processes	Auditing
5	Ability to reinstate bond.	Case Management	Bond
6	Ability to discharge bond.	Case Management	Bond
7	Ability to transfer bond monies to the appropriate department (clerk, treasurer, auditor, etc.).	Case Management	Bond
8	Ability for bond companies to view and print their information.	Case Management	Bond
9	Ability for bond companies to check status of their clients (i.e., if they have been arrested on a new charge).	Case Management	Bond
10	Ability to notify bond companies if their client has been arrested on a new charge.	Case Management	Bond
11	Ability to query outstanding bonds for bond companies.	Case Management	Bond
12	Ability to record bond (cash, surety, personal, property, appeal, etc.).	Offense	Bond
13	Ability to annotate on surety bond: property, cash, CD or a combination.	Offense	Bond
14	Ability to reject bond.	Offense	Bond
15	Ability to record bond information on case file.	Offense	Bond
16	Ability to collect bond funds.	Offense	Bond
17	Ability to assess bond fees.	Offense	Bond
18	Ability to waive bond fee for reducing bond (to override based on 3% reduction).	Offense	Bond
19	Ability to capture Bond.	Offense	Bond
20	Ability to capture bond against a name file without a case.	Offense	Bond
21	Ability to enter, update and track invested accounts.	Offense	Bond
22	Ability to produce a judgment with cost bill (Civil court costs, interest, percentage of judgment).	Case Management	Bond Forfeiture

#	Requirement	Process Area	Function
23	Ability to apply criminal cash bond to civil case receivables for bond forfeiture financial processes.	Case Management	Bond Forfeiture
24	Ability to prevent bondsman from writing more bonds if not paid within 31 days (OVERRIDE).	Case Management	Bond Forfeiture
25	Ability to track waiver of citation in bond forfeiture cases (affects fees).	Case Management	Bond Forfeiture
26	Ability to schedule a hearing.	Case Management	Calendar/Docket
27	Ability to produce a court/case docket.	Case Management	Calendar/Docket
28	Ability to manage Diversion Court events.	Case Management	Calendar/Docket
29	Ability to apply a specific change to multiple dockets, parts of dockets, case or groups of cases as if they were a single docket or case.	Case Management	Calendar/Docket
30	Ability to block out time for specific court personnel, including non-case related time (including holidays).	Case Management	Calendar/Docket
31	Ability for system to manage docket by number of cases.	Case Management	Calendar/Docket
32	Ability for parties to enter their availability information online (specifically attorneys).	Case Management	Calendar/Docket
33	Ability to automatically reset cases based on defined business rules (applies to all).	Case Management	Calendar/Docket
34	Ability to set a motion for a hearing.	Case Management	Calendar/Docket
35	Ability to support separate calendars for each court.	Case Management	Calendar/Docket
36	Ability to support blended dockets.	Case Management	Calendar/Docket
37	Ability to support calendars for visiting judges.	Case Management	Calendar/Docket
38	Ability to capture historical data with regard to: fee tables, calendars, etc.	Case Management	Calendar/Docket
39	Ability to have multiple calendars per court.	Case Management	Calendar/Docket
40	Ability to define parameters for events that can be scheduled for a specific day, such as scheduling x number of case events in a 4 hour window. As well as the ability to override the parameters.	Case Management	Calendar/Docket
41	Ability to "lock" the calendar.	Case Management	Calendar/Docket
42	Ability to add case events in real time, regardless of parameters.	Case Management	Calendar/Docket
43	Ability to handle/override conflicts manually and through business rules.	Case Management	Calendar/Docket

#	Requirement	Process Area	Function
44	Ability to select a set of events, or a whole day, and reassign those events from one court room to another.	Case Management	Calendar/Docket
45	Ability to generate settings automatically based on a set of business rules and the manual entry of a specific setting type.	Case Management	Calendar/Docket
46	Ability to create notifications to external calendars.	Case Management	Calendar/Docket
47	Ability to conduct video arraignment.	Support Processes	Case Communication
48	Ability to interface with Sheriff for defendant appearance scheduling (Jail Chain).	Support Processes	Case Communication
49	Ability to notify parties of scheduled event.	Support Processes	Case Communication
50	Ability for defense attorney to view/print out their own court settings.	Support Processes	Case Communication
51	Ability to query the system to determine a court appointed attorney's assignment to cases.	Support Processes	Case Communication
52	Ability to produce notifications to case parties following signed order.	Support Processes	Case Communication
53	Ability to maintain extensive confidential notes.	Support Processes	Case Communication
54	Ability to submit J&S to appropriate recipients.	Support Processes	Case Communication
55	Ability to interface to the probation system to obtain a defendants probation information (current status, historical data and payment information).	Support Processes	Case Communication
56	Ability to capture and store bond setting information by interfacing with Magistrate system or manually.	Support Processes	Case Communication
57	Ability to define information available for public access.	Support Processes	Case Communication
58	Ability to define information available for attorney access.	Support Processes	Case Communication
59	Ability to make comments when adding an "event" to the "docket" (transaction/minutes).	Support Processes	Case Communication
60	Ability to send any document electronically either within the county or outside.	Support Processes	Case Communication
61	Ability to track the physical location of a file.	Support Processes	Case Communication
62	Ability to send case information to parties, scheduled or by request.	Support Processes	Case Communication
63	Ability to record indictment.	Case Management	Case File Initiation
64	Ability to flag non-arrest indictments (new legislative change).	Case Management	Case File Initiation
65	Ability to create a Writ to Serve the Indictment upon filing the indictment.	Case Management	Case File Initiation
66	Ability to accept an amended indictment on a case and perform proper checks for the existence of original indictment and change	Case Management	Case File Initiation

#	Requirement	Process Area	Function
	the status of the original indictment.		
67	Ability to create settings, tasks or reminders automatically based on case creation, adding a setting, etc.	Case Management	Case File Initiation
68	Ability to create a shell to allow for storage of pre-indictment documents (non-disclosure).	Case Management	Case File Initiation
69	Ability to record and track Non-Monetary Payment for time served.	Disposition	Collections/Restitution
70	Ability to associate fines with offenses and automatically charge default fine amount based on offense.	Disposition	Collections/Restitution
71	Ability to assign courts upon case initiation.	Case Management	Court Assignment
72	Ability to assign cases to court type, judge, location, and courtroom based on established relationships (i.e., co-defendants).	Case Management	Court Assignment
73	Ability to define hours of operation, work week, holidays, etc. for each court room.	Case Management	Court Assignment
74	Based on a predefined business rule, ability to automatically assign cases to a prosecutor if scheduled in a specific courtroom.	Case Management	Court Assignment
75	Ability to assign a case to a court manually based on court type.	Case Management	Court Assignment
76	Ability to index cases by case parties (e.g., defendant, attorney, witness).	Support Processes	Data Query and Presentation
77	Ability to view case transactions or events (docket sheet).	Support Processes	Data Query and Presentation
78	Ability to click on a hyperlink on the defendant's case record.	Support Processes	Data Query and Presentation
79	Ability to query the system to determine, per defendant, court costs, fines, fees, and restitution fees owed, amounts assessed, paid to date, balance, etc.	Support Processes	Data Query and Presentation
80	Ability to produce statistical reports showing fees collected, assessed, disbursed, and exceptions.	Support Processes	Data Query and Presentation
81	Ability to link related cases between civil and criminal.	Support Processes	Data Query and Presentation
82	Ability to run reports by amount of interest, bond amt, court and bondsman (specifically for bond forfeiture cases).	Support Processes	Data Query and Presentation
83	Ability to view or query based on any party.	Support Processes	Data Query and Presentation
84	Ability to track filing of answer from bondsman after bond forfeiture is filed (10 days).	Support Processes	Data Query and Presentation
85	Ability to produce Clerk's Record for Court of Criminal Appeals.	Support Processes	Document Creation/Management
86	Ability to view all images and documents associated with the case and print locally.	Support Processes	Document Creation/Management
87	Ability to pre-populate all forms or templates.	Support Processes	Document Creation/Management
88	Ability to annotate scanned images.	Support Processes	Document Creation/Management

#	Requirement	Process Area	Function
89	Ability to manage co-defendants (companion cases).	Support Processes	Document Creation/Management
90	Ability to assign unique case number at booking.	Support Processes	Document Creation/Management
91	Ability to collate and compile documents throughout the system.	Support Processes	Document Creation/Management
92	Ability to electronically forward to DPS the DIC17 form.	Support Processes	Document Creation/Management
93	Ability to generate Service Documents (Citations, summons, warrants, subpoenas, etc.).	Support Processes	Document Creation/Management
94	Ability to receive or create a document, sign it electronically, move it for review and approval, and forward or electronically file.	Support Processes	Document Creation/Management
95	Ability to mass update records.	Support Processes	Document Creation/Management
96	Ability to maintain electronic copy of any issuance or notification.	Support Processes	Document Creation/Management
97	Ability to attach copy of signed order to case.	Support Processes	Document Creation/Management
98	Ability to link specific data fields to OCA reporting based on definitions or rules.	Support Processes	Document Creation/Management
99	Ability to enter service return on an out-of-state subpoena.	Support Processes	Document Creation/Management
100	Ability to scan a document and make it OCR readable, and index that data as required in a content management system of choice.	Support Processes	Document Creation/Management
101	Ability to generate and send any document electronically to defined parties or recipients and be able to retain a digital version of that document within the content management system of choice.	Support Processes	Document Creation/Management
102	Ability to interface with document/content/image management system.	Support Processes	Document Creation/Management
103	Ability to pre-populate all forms/templates (bond, warrant, subpoena, etc.).	Support Processes	Document Creation/Management
104	Ability to scan any document for storage.	Support Processes	Document Creation/Management
105	Ability to generate letters to the Voter Registrar on defendants who have been convicted of a felony (removal from jury wheel provided by SOS).	Support Processes	Document Creation/Management
106	Ability to record in the case history the generation of any electronic document and the date it was sent with a link to the electronic version of the document in the content management system.	Support Processes	Document Creation/Management
107	Ability to use electronic signatures.	Support Processes	Document Creation/Management
108	Ability to place an electronic "seal" to digital image (warrant, subpoena, etc. - issued by clerk).	Support Processes	Document Creation/Management
109	Ability to electronically transmit forms/documents to pertinent parties.	Support Processes	Electronic Filing
110	Ability to receive the electronic filing petition	Support Processes	Electronic Filing

#	Requirement	Process Area	Function
	from DA's.		
111	Ability to electronically accept documents associated with a case.	Support Processes	Electronic Filing
112	Ability for defense attorneys to electronically file subpoena requests.	Support Processes	Electronic Filing
113	Ability to accept e-filings (both directly from external parties and through Texas online or other eFiling entity).	Support Processes	Electronic Filing
114	Ability to track exhibits taken into the custody of the court by the clerk.	Case Management	Exhibit
115	Ability to index exhibits with the case.	Case Management	Exhibit
116	Ability to enter information on exhibit submitted.	Case Management	Exhibit
117	Ability to tag and track exhibits.	Case Management	Exhibit
118	Ability to access electronic media (evidence/exhibit) in the courtroom.	Support Processes	Exhibit
119	Ability to schedule physical evidence for a given event.	Support Processes	Exhibit
120	Ability to define business rules for date of destruction and track against scheduled date.	Support Processes	Exhibit
121	Ability to send a message to financial system with the details of the financial transaction and/or financial disbursements.	Support Processes	Financials
122	Ability to track "timely payment" fee (county specific).	Support Processes	Financials
123	Ability to record and process fee vouchers.	Support Processes	Financials
124	Ability to generate a pay slip (county specific) - relates to a central receipting function at the County level.	Support Processes	Financials
125	Ability to document court cost, fees and restitution at disposition of case.	Support Processes	Financials
126	Ability to allocate fees across agencies based on filing type.	Support Processes	Financials
127	Ability to balance and reconcile fees collected daily.	Support Processes	Financials
128	Ability to assess, collect, and track fees related to a case based on defined business rules.	Support Processes	Financials
129	Ability to make an adjustment on fees assessed based on business rules.	Support Processes	Financials
130	Ability to accept a partial payment (county specific).	Support Processes	Financials

#	Requirement	Process Area	Function
131	Ability to calculate fees automatically upon initiation of the case or as subsequent docket entries are made.	Support Processes	Financials
132	Ability to electronically transmit the order to treasurer releasing the cash bond.	Support Processes	Financials
133	Ability to record court costs, fines, fees and restitution.	Support Processes	Financials
134	Ability to record payment allocation information.	Support Processes	Financials
135	Ability to record payment plan information.	Support Processes	Financials
136	Ability to setup payment reminders.	Support Processes	Financials
137	Ability to record payment information.	Support Processes	Financials
138	Ability to identify and track delinquent payments.	Support Processes	Financials
139	Ability to send delinquency information to collection agency.	Support Processes	Financials
140	Ability to disburse funds.	Support Processes	Financials
141	Ability to record information if claimant cannot be located (change of address, etc.).	Support Processes	Financials
142	Ability to allocate payment to different fines/fees.	Support Processes	Financials
143	Ability to pro-rate or prioritize the allocation of fees to specific funds for partial payments made based on county specific rules.	Support Processes	Financials
144	Ability to produce GASB-34 reports on Receivables including gross receivables, and adjusted receivables to account for collectability for input to annual reporting requirements.	Support Processes	Financials
145	Ability to include GASB-54 related fund balance information types where appropriate to ensure specific control and reporting over classification as restricted, committed, assigned, and unassigned.	Support Processes	Financials
146	Ability to produce Receipt Journal for integration to Finance system.	Support Processes	Financials
147	Ability to produce Disbursement Journal.	Support Processes	Financials
148	Ability to produce Aging reports – including Delinquency Reports.	Support Processes	Financials
149	Ability to produce Monthly Judicial Council Report (Texas Judicial Council) to OCA.	Support Processes	Financials

#	Requirement	Process Area	Function
150	Ability to produce Audit Reports for sensitive changes to master files, and those required for GASB34 and financial compliance.	Support Processes	Financials
151	Ability to produce Reports submitted to State of Texas (AG Reports).	Support Processes	Financials
152	Ability to produce Bank Reconciliation Reports.	Support Processes	Financials
153	Ability to produce Daily Cash Reconciliation Reports.	Support Processes	Financials
154	Ability to transfer/manage monies placed Into the Registry of the Court (trust).	Support Processes	Financials
155	Ability to accept and process online payment vouchers.	Support Processes	Financials
156	Ability to configure collection of fines, fees, restitution, etc., based on approved role in county.	Support Processes	Financials
157	Ability to process TDCJ checks from inmate Trust Fund accounts (multiple DEF pymts included in one check).	Support Processes	Financials
158	Ability to produce a receipt.	Support Processes	Financials
159	Ability to re-print a receipt with annotations (re-print).	Support Processes	Financials
160	Ability to collect appointed attorney hours and expenses and allow the appointed attorney to submit request for payment electronically.	Support Processes	Financials
161	Ability to allow receipts for expenses to be uploaded and attached to vouchers.	Support Processes	Financials
162	Ability to route voucher for judicial review, adjustment and approval.	Support Processes	Financials
163	Ability to interface vouchers into ERP/Financial System as a voucher for payment.	Support Processes	Financials
164	Ability to interface the pay details from the ERP back into the system for recording in the case file.	Support Processes	Financials
165	Ability to interface with county GL systems at summary or detailed transaction level.	Support Processes	Financials
166	Ability to drive standardized fee codes with predetermined amounts NOT subject to the discretion of the clerk originating the transaction.	Support Processes	Financials
167	Ability to track changes to any fee codes or costs entered against a case in an audit trail with appropriate supervisory control.	Support Processes	Financials
168	Ability to define the appropriate fees and costs that should be included in the judgment/assessment based on the nature of the case and authorized county fees.	Support Processes	Financials
169	Ability to retain the identity of the person responsible for each transaction, the date and time of each entry into the system.	Support Processes	Financials
170	Ability to prevent employee from voiding their own transactions once they are finalized.	Support Processes	Financials

#	Requirement	Process Area	Function
171	Ability to allow for the retention of identifiable financial transactions in the case subsequently expunged.	Support Processes	Financials
172	Ability to allow audit of completeness of transactions through system inquiries or reporting. (eg, sequential transaction numbers, etc.)	Support Processes	Financials
173	Ability to setup collection agreements for outstanding balances.	Support Processes	Financials
174	Ability to automate the follow up of collection notices, dunning reports, submission to collection agencies based on county defined terms.	Support Processes	Financials
175	Ability to generate aging reports for outstanding receivables.	Support Processes	Financials
176	Ability to collect funds in various payment types including cash, check, money order, credit card, etc.	Support Processes	Financials
177	Ability to set priority of sequence of payment for fees and costs.	Support Processes	Financials
178	Ability to track and control sensitive non-monetary payments such as jail credit, community service, court order waiver.	Support Processes	Financials
179	Ability to provide cash drawer and daily balancing for clerks receiving payments.	Support Processes	Financials
180	Ability to define appropriate controls over the disbursement of money, must address adequate segregation of duties and appropriate management, oversight and review.	Support Processes	Financials
181	Ability to cross reference transaction codes to "map" these to the accounts in the county's financial system.	Support Processes	Financials
182	Ability to identify roles and tasks that are incompatible due to segregation of duties and have a way to audit the system for access granted that breaks these rules.	Support Processes	Financials
183	Ability to report total number of cases associated with each fee code total (assessed and paid).	Support Processes	Financials
184	Ability to document fee tables with appropriate local government code, government code, code of criminal procedure, etc.	Support Processes	Financials
185	Ability to track effective dates of fee codes and retain history of fee codes and fee amounts as of the effective date.	Support Processes	Financials
186	Ability for the system, based on rules, to automatically assess certain fees (time pay fee at 31st day).	Support Processes	Financials
187	Ability to review adjustment reports which list both the original transaction ID and the corresponding adjustment ID with applicable dates.	Support Processes	Financials
188	Ability to process partial payments.	Support Processes	Financials

#	Requirement	Process Area	Function
189	Ability to see all financial transactions (assessment, payment, disbursement, etc.) across multiple cases per party and related parties.	Support Processes	Financials
190	Ability to have an inquiry only access to all aspects of the case system for audit purposes.	Support Processes	Financials
191	Ability to view requests for prior period refunds and control the process for refund to ensure integrity of accounting.	Support Processes	Financials
192	Ability to view requests for prior period reversals and control the process for refund to ensure integrity of accounting.	Support Processes	Financials
193	Ability to inquire and report on all refunds with full detail of all fee codes affected.	Support Processes	Financials
194	Ability to define and document the approvals that were needed to generate the refund request.	Support Processes	Financials
195	Ability to interface to Omni and other collection agencies and automatically calculate and assess the additional collection fees (currently 30% for collection attorney and $30 for Omni).	Support Processes	Financials
196	Ability to obtain a full breakdown between Omni/State and county portion of fees.	Support Processes	Financials
197	Ability to inquire and report on a detailed listing of all names with case numbers submitted to Omni including fees charged, collected, adjustments and receivables.	Support Processes	Financials
198	Ability to track and report on all stages of Bond lifecycle.	Support Processes	Financials
199	Ability to track Bond company facility and available credit including surety, NISI, property and other collateral.	Support Processes	Financials
200	Ability to define pre-trial bond and other bond fees and track adjustments of standard amounts.	Support Processes	Financials
201	Ability to provide reporting suitable for Bail Bond Board.	Support Processes	Financials
202	Ability for bond companies to see status of their balances, case and hearings, etc.	Support Processes	Financials
203	Ability to receipt bond funds through the system and record as cash, CD, property, surety, etc.	Support Processes	Financials
204	Ability to generate AP entries for refunds or payments from the case system (eg restitution, refunds, bond payouts), and have the option of interface to ERP solution or pay from Case Management System dependent on county requirement.	Support Processes	Financials
205	Ability to interface with check writing machine, EFT or Positive Pay for counties that wish to disburse from Case management system.	Support Processes	Financials
206	Ability to create manual GL entries for those counties that need to maintain finance ledgers within case management system.	Support Processes	Financials
207	Ability to process NSF transactions (reverse payment information and reapply receivable to Case/Party).	Support Processes	Financials

#	Requirement	Process Area	Function
208	Ability to transfer receivables and history information from court to CSCD or bring in receivables from CSCD where jurisdiction changes (eg MTR).	Support Processes	Financials
209	Ability to receipt Credit Cards and reconcile back to when funds are transferred from the Credit Card processing company.	Support Processes	Financials
210	Ability to provide full GL functionality for those counties needing to balance at the Clerk level.	Support Processes	Financials
211	Ability to generate trial balances, daily transaction listing for those counties utilizing the Case Management System as the financial system for the clerk department.	Support Processes	Financials
212	Ability to perform full bank reconciliations based on transaction data downloaded from banks.	Support Processes	Financials
213	Ability to process case filings (motions, witness lists, court appointed attorney letters & vouchers, etc.)	Case Management	Motions/Orders
214	Ability to set a time limit on the PSI report for jail cases.	Case Management	Motions/Orders
215	Ability to seal/unseal a case/document.	Case Management	Motions/Orders
216	Ability to receive motions and generate an order.	Case Management	Motions/Orders
217	Ability to record, extend, or dismiss terms of Protective Order.	Case Management	Motions/Orders
218	Ability to transfer a case to a new venue.	Case Management	Motions/Orders
219	Ability to receive case upon disposition of the trial that was heard in another venue.	Case Management	Motions/Orders
220	Ability to change jurisdiction.	Case Management	Motions/Orders
221	Ability to process Non-Disclosure.	Case Management	Motions/Orders
222	Ability to track expunction and non-disclosure from signing of order to obliteration.	Case Management	Motions/Orders
223	Ability to notify DPS and other agencies that non-disclosure or expunction order has been signed.	Case Management	Motions/Orders
224	Ability to expunge entire or partial offender record per court order.	Case Management	Motions/Orders
225	Ability to view acquitted cases.	Case Management	Motions/Orders
226	Ability to run and view specified OCA data reports.	Case Management	OCA Reporting
227	Ability to export OCA data in format required by OCA.	Case Management	OCA Reporting

#	Requirement	Process Area	Function
228	Ability to link multiple cases to a defendant.	Case Management	OCA Reporting
229	Ability to make attorney appointments from the bench (county specific).	Support Processes	Party File Creation/Maintenance
230	Ability to link co-defendants.	Support Processes	Party File Creation/Maintenance
231	Ability to search for an existing person by soundex, DA/CA/SO tracking number or TRN, etc.	Support Processes	Party File Creation/Maintenance
232	Ability to create case notations based on business rules or alerts (case flags - active warrant, etc.)	Support Processes	Party File Creation/Maintenance
233	Ability to merge and unmerge party records.	Support Processes	Party File Creation/Maintenance
234	Ability to reverse a name file merge. Support Processes Party file creation/maintenance	Support Processes	Party File Creation/Maintenance
235	Ability to identify the court reporter associated with a particular case on the docket.	Support Processes	Party File Creation/Maintenance
236	Ability to confirm bar number against Texas State Bar Association.	Support Processes	Party File Creation/Maintenance
237	Ability to automatically receive updates from TSBA (e.g., disbarments, suspensions, probations, etc.) and update system.	Support Processes	Party File Creation/Maintenance
238	Ability to capture new offenses and provide configurable way of screening potential candidates for possible pre-trial or divert programs.	Support Processes	Party File Creation/Maintenance
239	Ability to support real time search and Name File matching to minimize duplicates.	Support Processes	Party File Creation/Maintenance
240	Ability to create a protected version of that person, i.e., witness or victim - that is not searchable (except by applying rights & roles to user).	Support Processes	Party File Creation/Maintenance
241	Ability to combine name files and the merging of attributes between the records based on business rules and user intervention.	Support Processes	Party File Creation/Maintenance
242	Ability to create online viewing capability to parties to a case (bondsmen, etc.).	Support Processes	Party File Creation/Maintenance
243	Ability to record pre-trial activity.	Offense	PreTrial
244	Ability to record Divert Court activity.	Offense	PreTrial
245	Ability to record Pretrial Services information (e.g., indigent status, verification of employment and residence, etc).	Offense	PreTrial
246	Ability to electronically file Clerks Record with the Court of Criminal Appeals.	Disposition	Process Appeals
247	Ability to query Appellate Court for updates.	Disposition	Process Appeals
248	Ability to automatically generate appeal for Capital Murder Case (NCC).	Disposition	Process Appeals
249	Ability to track the appellate process beginning with the filing of the Notice of Appeal.	Disposition	Process Appeals
250	Ability to assign ancillary number/letter to case number at filing of a Post-Conviction WHC or Motion for New Trial.	Disposition	Process Appeals

#	Requirement	Process Area	Function
251	Ability to capture consecutive and concurrent sentences.	Disposition	Record Judgment & Sentence
252	Ability to place thumbprint image on the judgment (including conditions of probation).	Disposition	Record Judgment & Sentence
253	Ability to show number of days in city and/or county jail and attribute a value (day for day; 3 for 1; $50 per day, etc.).	Disposition	Record Judgment & Sentence
254	Ability to enter or track changes in offense information.	Disposition	Record Judgment & Sentence
255	Ability to automate jury charge writing process.	Disposition	Record Judgment & Sentence
256	Ability to input Verdict, including Verdict form, for inclusion in Case File (and to help generate the appropriate judgment).	Disposition	Record Judgment & Sentence
257	Ability to generate Punishment Charge.	Disposition	Record Judgment & Sentence
258	Ability to update Jury Charge with new laws as they become effective.	Disposition	Record Judgment & Sentence
259	Ability to notify prosecution and defense of exhibits scheduled for destruction.	Support Processes	Statutory Compliance/Reports
260	Ability to maintain a retention schedule of exhibits.	Support Processes	Statutory Compliance/Reports
261	Ability to enter base DPS offense codes.	Support Processes	Statutory Compliance/Reports
262	Ability to enter local offense codes.	Support Processes	Statutory Compliance/Reports
263	Ability to link or map local codes to base DPS code.	Support Processes	Statutory Compliance/Reports
264	Ability to maintain fee tables on offense date and effective.	Support Processes	Statutory Compliance/Reports
265	Ability to capture and display disposition information entered prior to DPS submission.	Support Processes	Statutory Compliance/Reports
266	Ability to batch file to DPS at disposition of case.	Support Processes	Statutory Compliance/Reports
267	Ability to report multiple counts to OCA.	Support Processes	Statutory Compliance/Reports
268	Ability to create/maintain destruction requirements and forward to appropriate party for disposal.	Support Processes	Statutory Compliance/Reports
269	Ability to issue a warrant.	Case Management	Warrants/Subpoena Issuance
270	Ability to recall a warrant.	Case Management	Warrants/Subpoena Issuance
271	Ability to generate a warrant upon "information" filed by DA.	Case Management	Warrants/Subpoena Issuance
272	Ability to issue subpoena for an out-of-state agency.	Case Management	Warrants/Subpoena Issuance

The following table identifies the integration points and messages identified as part of the scope. Each integration point will be developed using a NIEM compliant message format to develop a standard SOA integration point that can be used as part of future implementations.

#	Application	Message	Direction	Requirement #
1	Jail	Update Setting	Send	48
2	Jail	Update Disposition	Send	223
3	Jail	Update Sentence Info	Send	253
4	Jail	New Charge	Receive	253
5	Jail	Non Disclose Case	Send	221
6	Jail	Expunge Case	Send	223
7	Adult Probation	Add Case	Send	
8	Adult Probation	Update Disposition	Send	
9	Adult Probation	Update Sentence Info	Send	
10	Adult Probation	Payment Received	Receive	
11	Adult Probation	Non Disclose Case	Send	221
12	Adult Probation	Expunge Case	Send	223
	Adult Probation	Request Defendant Information	Send	55
13	JP	Add Case	Receive	
14	Jury	Update Setting	Send	
15	Civil	Add Case	Send	
16	Civil	Update Disposition	Send	
17	Civil	Update Disposition	Receive	
18	Civil	Request Balance	Send	
19	Financial	Payment Received	Send	146
20	Financial	Disburse Payment	Send	124
	Financial	Voucher Received	Receive	163
	Financial	Payment Details	Receive	164
21	Hot Check	Add Case	Receive	
22	Prosecutor	Add Case	Receive	
23	Prosecutor	Update Setting	Send	
24	Prosecutor	Update Disposition	Send	
25	Prosecutor	Update Sentence Info	Send	
26	Prosecutor	Notification	Send	109
27	Prosecutor	Subpoena Request	Receive	112
28	Prosecutor	Warrant Request	Receive	271
29	Prosecutor	Non Disclose Case	Send	221
30	Prosecutor	Expunge Case	Send	223
31	Master Name	Add Person	Send	
32	Master Name	Add Person	Receive	
33	Master Name	Update Person	Send	
34	Master Name	Update Person	Receive	

#	Application	Message	Direction	Requirement #
35	Master Name	Request Merge	Send	
36	Master Name	Request Merge	Receive	
37	Master Name	Unmerge Person	Receive	
38	Warrant	Add Warrant	Send	
39	Warrant	Recall Warrant	Send	
40	Warrant	Delete Warrant	Send	
41	Warrant	Update Warrant Status	Receive	271
42	Communication Portal	Notification	Send	
43	OCA	OCA Report	Send	227
44	DPS	Disposition	Send	266
45	Appeals Court	Submit Appeal	Send	246
46	Appeals Court	Update Status	Receive	247
47	Document Management	View Image	Send	102
	Document Management	Update Metadata	Send	102
48	Magistrate	Set Bond	Receive	56
49	eFax	Notice	Send	49
	Collections	Update Status	Send	139
	Bank	Check Redemption	Receive	152
	Check Writer	Disburse Payment	Send	205
	TSBA	Status Check	Send	236
	TSBA	Status Updates	Receive	237

Exhibit 2: Project Schedule

Task Name	Duration	Start	Finish
CUC Project	**642 days**	**1/3/13**	**7/7/15**
Contract Execution	0 days	1/3/13	1/3/13
Formal Project Commencement	**24 days**	**1/3/13**	**2/6/13**
Pre-Kickoff Meeting Planning Sessions	5 days	1/3/13	1/9/13
Draft Project Management Plan and Subordinate Plans	12 days	1/10/13	1/28/13
Deliver Draft Project Management Plan and Subordinate Plans	0 days	1/28/13	1/28/13
Kickoff Meetings	2 days	1/29/13	1/30/13
Deliver Project Kickoff Meeting Notes & Draft Project Schedule	0 days	1/30/13	1/30/13
CUC Acceptance	5 days	1/31/13	2/6/13
CUC Implementation	**417 days**	**2/6/13**	**9/29/14**
Phase 1 - Project Planning	**50 days**	**2/6/13**	**4/18/13**
License Transfers	**0 days**	**2/6/13**	**2/6/13**
Transfer of AICMS & AiCS Enterprise Licenses (Upon Contract Execution)	0 days	2/6/13	2/6/13
Transfer of Rapid Online Access Method (ROAM) License	0 days	2/6/13	2/6/13
Project Plan Development	**50 days**	**2/7/13**	**4/18/13**
Project Schedule	**10 days**	**2/7/13**	**2/21/13**
Develop Project Schedule	5 days	2/7/13	2/13/13
Deliver Project Schedule	0 days	2/13/13	2/13/13
Edits and CUC Acceptance	5 days	2/14/13	2/21/13
Quality Assurance & Acceptance Management Plan	**10 days**	**2/22/13**	**3/7/13**
Develop Quality Assurance & Acceptance Management Plan	5 days	2/22/13	2/28/13
Deliver Quality Assurance & Acceptance Management Plan	0 days	2/28/13	2/28/13
Edits and CUC Acceptance	5 days	3/1/13	3/7/13
Communication Plan	**10 days**	**2/22/13**	**3/7/13**
Develop Communication Plan	5 days	2/22/13	2/28/13
Deliver Communication Plan	0 days	2/28/13	2/28/13
Edits and CUC Acceptance	5 days	3/1/13	3/7/13
Human Resource Plan	**10 days**	**3/8/13**	**3/21/13**
Develop Human Resource Plan	5 days	3/8/13	3/14/13
Deliver Human Resource Plan	0 days	3/14/13	3/14/13
Edits and CUC Acceptance	5 days	3/15/13	3/21/13
Risk Management Plan	**10 days**	**3/8/13**	**3/21/13**

Task Name	Duration	Start	Finish
Develop Risk Management Plan	5 days	3/8/13	3/14/13
Deliver Risk Management Plan	0 days	3/14/13	3/14/13
Edits and CUC Acceptance	5 days	3/15/13	3/21/13
Change Control Plan	**10 days**	**3/22/13**	**4/4/13**
Develop Change Control Plan	5 days	3/22/13	3/28/13
Deliver Change Control Plan	0 days	3/28/13	3/28/13
Edits and CUC Acceptance	5 days	3/29/13	4/4/13
Architecture and Hardware Plan for onsite environment	**10 days**	**4/5/13**	**4/18/13**
Develop A&H Plan	5 days	4/5/13	4/11/13
Deliver A & H Plan	0 days	4/11/13	4/11/13
Edits and CUC Acceptance	5 days	4/12/13	4/18/13
Environment(s) Plan	**10 days**	**4/5/13**	**4/18/13**
Develop Environment Plan	5 days	4/5/13	4/11/13
Deliver Environment Plan	0 days	4/11/13	4/11/13
Edits and CUC Acceptance	5 days	4/12/13	4/18/13
Phase 2. (Define and design)	**106 days**	**4/19/13**	**9/18/13**
Installation of Onsite Environment(s)	**17 days**	**4/19/13**	**5/13/13**
AiCMS Installation	5 days	4/19/13	4/25/13
AiCS Installation	5 days	4/26/13	5/2/13
ROAM Installation (Optional)	2 days	5/3/13	5/6/13
Edits and CUC Acceptance	5 days	5/7/13	5/13/13
Baseline Training	**11 days**	**5/14/13**	**5/29/13**
Comprise Gap Analysis Core Team	2 days	5/14/13	5/15/13
Prepare Gap Analysis Meeting Room	2 days	5/16/13	5/17/13
Secure Core Team Members' Attendance	2 days	5/20/13	5/21/13
Core Team Training	5 days	5/22/13	5/29/13
Preliminary Configuration	5 days	5/30/13	6/5/13
Software Gap Analysis	**40 days**	**5/30/13**	**7/25/13**
Gap Analysis Sessions	20 days	5/30/13	6/26/13
Edits and CUC Acceptance	5 days	6/27/13	7/3/13
System Requirements Specification	**15 days**	**7/5/13**	**7/25/13**
Develop System Requirements Specifications Document	10 days	7/5/13	7/18/13
Deliver System Requirements Specification Document	0 days	7/18/13	7/18/13
Edits and CUC Acceptance	5 days	7/19/13	7/25/13
Software Application Design	**36 days**	**7/26/13**	**9/16/13**
JAD Sessions	20 days	7/26/13	8/22/13
CUC Acceptance	3 days	8/23/13	8/27/13
System Design Document	**13 days**	**8/28/13**	**9/16/13**
Develop System Design Document	10 days	8/28/13	9/11/13

Task Name	Duration	Start	Finish
Deliver System Design Document	0 days	9/11/13	9/11/13
CUC Acceptance	3 days	9/12/13	9/16/13
Code Standardization (AVT)	5 days	9/12/13	9/18/13
Define Technical Architecture for Deployment	**7 days**	**7/26/13**	**8/5/13**
Develop Technical Architecture Plan	5 days	7/26/13	8/1/13
Deliver Technical Architecture Plan	0 days	8/1/13	8/1/13
CUC Acceptance	2 days	8/2/13	8/5/13
Develop Acceptance Criteria	2 days	9/17/13	9/18/13
Phase 3 - Develop	**186 days**	**9/19/13**	**6/16/14**
Software Development	**186 days**	**9/19/13**	**6/16/14**
Baseline Development	60 days	9/19/13	12/16/13
ETI #1	**6 days**	**12/17/13**	**12/26/13**
Deliver	1 day	12/17/13	12/17/13
Review	5 days	12/18/13	12/26/13
ETI #2	**6 days**	**1/28/14**	**2/4/14**
Deliver	1 day	1/28/14	1/28/14
Review	5 days	1/29/14	2/4/14
ETI #3	**6 days**	**3/5/14**	**3/12/14**
Deliver	1 day	3/5/14	3/5/14
Review	5 days	3/6/14	3/12/14
ETI #4	**6 days**	**4/10/14**	**4/17/14**
Deliver	1 day	4/10/14	4/10/14
Review	5 days	4/11/14	4/17/14
Release Candidate	**6 days**	**5/16/14**	**5/23/14**
Deliver	1 day	5/16/14	5/16/14
Review	5 days	5/19/14	5/23/14
Production Release	**6 days**	**6/9/14**	**6/16/14**
Deliver	1 day	6/9/14	6/9/14
Review	5 days	6/10/14	6/16/14
Product Documentation (training and user manuals)	10 days	5/26/14	6/6/14
Develop User Acceptance Testing Scenarios	10 days	5/26/14	6/6/14
Phase 4 - Demonstrate	**67 days**	**6/17/14**	**9/17/14**
Full System Configuration	5 days	6/17/14	6/23/14
Go-Live Checklist finalized	3 days	6/24/14	6/26/14
Full Regression Testing	10 days	6/24/14	7/7/14
Rework	20 days	7/8/14	8/4/14
User Acceptance Testing	10 days	8/5/14	8/18/14
Update Documentation	5 days	8/19/14	8/25/14
Issue management support process Training.	5 days	8/26/14	9/1/14
End User Training	10 days	9/2/14	9/15/14

Task Name	Duration	Start	Finish
Conference Room Pilot (mock go live)	2 days	9/16/14	9/17/14
Phase 5 - Deploy	**8 days**	**9/18/14**	**9/29/14**
End User Refresher training	5 days	9/18/14	9/24/14
Final Conversion	2 days	9/25/14	9/26/14
Go Live	2 days	9/25/14	9/26/14
Software Final Acceptance	1 day	9/29/14	9/29/14
CUC Training	**602 days**	**2/7/13**	**6/15/15**
Develop Collaborative Development Plan	60 days	2/7/13	5/2/13
Configure Remove Dev. Environment	20 days	5/3/13	5/31/13
Conduct Development Training	**185 days**	**9/30/14**	**6/15/15**
System Architect	**60 days**	**9/30/14**	**12/22/14**
Data Access Layer	10 days	9/30/14	10/13/14
WCF Implementation	10 days	10/14/14	10/27/14
AiCS Integration	10 days	10/28/14	11/10/14
Integration Layer Development	10 days	11/11/14	11/24/14
Security Layer	10 days	11/25/14	12/8/14
Client Cache Generation Management	10 days	12/9/14	12/22/14
Developer	**120 days**	**12/23/14**	**6/8/15**
Architecture Overview	20 days	12/23/14	1/19/15
Framework	20 days	1/20/15	2/16/15
Release Management	20 days	2/17/15	3/16/15
CMS Features Deep Dive	20 days	3/17/15	4/13/15
Basic Interfaces	20 days	4/14/15	5/11/15
eUniversa	20 days	5/12/15	6/8/15
Testing and Certification	5 days	6/9/15	6/15/15
Project Closeout	**16 days**	**6/16/15**	**7/7/15**
Perform Administrative Closure	5 days	6/16/15	6/22/15
Update Project Documents	10 days	6/23/15	7/6/15
Warranty Period Begins	1 day	7/7/15	7/7/15

Exhibit 3: Estimated Staffing Resources

The following table summarizes the roles and responsibilities for the Urban Counties Project Team members, including county staff who will be participating in the project.

Position Title	Number	Availability
Project Director - Will function as counterpart to the AMCAD Project Director - Provide overall coordination between Urban Counties adult justice projects - Coordinate and facilitate meetings of Urban Counties governance committees - Communicate with elected officials and governance committee members - Oversee contract compliance	1	**Shared resource for the duration of the Project**
TechShare Software Development Manager - Will function as counterpart to the AMCAD Chief Technology Officer and Product Technical Architect - Provide overall supervision of project technical - Review all technical project deliverables - Manage and supervise Urban Counties technical resources assigned to project	1	**Shared resource for the duration of the Project**
TechShare.Court Project Manager - Will function as counterpart to the AMCAD PM - Provide input for creation of all project related documents - Coordinate Urban Counties and Participant resources - Communicate with project stakeholders	1	**Dedicated resource for the duration of the Project**

- Ensure project schedule and scope remain intact		
Project Controller - Prepare and manage project repository(ies) - Prepare, monitor and update project work plans - Monitor project budget and resource utilization - Prepare Urban Counties status reports and project reports to governance committees	1	**Shared resource for the duration of the Project**
Project Administrator - Manage and update project repositories - Manage project communications and scheduling - Manage project facilities (TechShare Development Center)	1	**Shared resource for the duration of the Project**
TechShare.Court Resource Manager - Will function as counterpart to the AMCAD Product Manager - Provide overall supervision of project functional - Review all functional project deliverables - Manage and supervise Urban Counties functional resources assigned to project	1	**Dedicated resource for the duration of the Project**
Database Conversion Specialists - Participate in the development of Conversion Toolkit and approach - Work with Counties to identify and load legacy data into SQL RL Staging database. - Assist Participating Counties with handling of data exceptions and cleansing. - Facilitate conversion dry-runs.	1-2	**Dedicated resources for the duration of the project** **Counties may want to participate with DBA Conversion Specialists if they would like an early implementation. However, county conversion resources will be described more fully in the implementation project proposals to follow development.**

- Execute conversion scripts.

- Ongoing maintenance of baseline conversion scripts after conversions to incorporate any necessary additional exception handling.

Database Administrator	1	**Dedicated position throughout the term of the Project.**

- Load legacy data into SQL RL Staging database and provide requisite documentation and support regarding the architecture of the legacy database to AMCAD DBAs during Data Conversion Planning phase.

- Provide input for the development of a Data Conversion Plan.

- Maintain test, development, and production database environments.

- Maintain conversion validation environments for each court location.

Network Administrators	2	**Dedicated positions throughout the term of the Project.**

- Maintain technical infrastructure for AiCMS environments

- Communicate as necessary with local county IT staff to effectuate any required changes

- Deploy hardware and install software as necessary to support testing for individual counties and courts

Interface Developers	1-2	**Part Time positions throughout the Project Term**

- Obtain certification as AMCAD Developer

- Maintain and modify integration environment as necessary

Participating Counties will need counterparts on their teams.

- Assist with the development of interface specification and design documents

- Coordinate with AMCAD and third-party agencies to facilitate an

efficient joint development group		
- Validate format of interface transactional data and successful transmission of information		
Business Analysts / End User Trainers - Assist with requirements development and system design. - Assist with standardized configuration for each court division and complete local configuration for individual courts including form templates. - Assist with User Acceptance Testing. - Assist with data conversion validation. - Provide input for development of training material and training plan. - Attend AiCMS training and become certified on the system. - Participate in end-user training classes in a supportive capacity. - Assist end-users and help to facilitate issue resolution during post-implementations onsite support period.	4-6	**As needed to complete the tasks assigned throughout the SOW.** **County resources for this area are shown on the County Resource table, below.**
Support Coordinator - Refer to Maintenance section for details of role and responsibilities.	1	**Upon commencement of planning for maintenance and support.**
Tester/Documentation - Develop and execute testing plans for all technical deliverables - Coordinate Participating County testing processes. - Develop and validate Texas-specific product documentation.	2	**As needed to complete the tasks assigned throughout the SOW.**
Tech Lead - Obtain certification as AMCAD Developer	1	**Dedicated position for term of the project.**

- Provide supervision of project technical activities

- Review all technical project deliverables

- Lead Urban Counties technical resources assigned to project

- Develop specifications and software

The following table summarizes the roles and responsibilities for the County Project Team members who will be participating in the project.

Role	Expected Utilization	Role
Stakeholder Committee Member	1-2 update meetings per month	Responsible for County participation in all TechShare projects
Technical Committee		Management level representatives from each agency and/or department.
Project Manager	Weekly status meetings and available for review of issues, deliverables etc. on a daily basis.	May be shared between Courts, Prosecutor and ongoing County business. Helps align County resources to the various projects and resolves County related issues on the project. Acts as the primary escalation point for County specific items. Participate in regular status meetings and manage County sign off of all deliverable documents.
Product Owner	50% + commitment to the development project	Provides the subject matter expertise required to define the features incorporated into the system. Facilitate participation and feedback from other Subject Matter Experts (SME's) from their agency if needed. Review and provide feedback for the feature descriptions and design documents of the TechShare.Court specifications produced by the Urban Counties. Participate in the Periodic Requirements and Feature Design Review Workshops conducted by the Urban Counties. Review and provide feedback for the Release Plan for each TechShare.Court Release.
Lead Business Analyst	50% + utilization dependent upon strengths of Product Owner	Part of the core team developing Use Cases, testing, analyzing and planning County specific conversion and interface requirements, learning configuration and implementation considerations. Significant commitment to the team throughout the process. Knowledgeable in business process flow documentation, requirements definitions and documentation, gathering and analyzing data for conversion and interfaces.
SMEs	As required by Product Owner. At least one SME should participate in each User Acceptance Test in addition to the Product Owner.	Provides point subject matter expertise of a particular area, process or other departmental function in focus at different periods during the project.
Functional Experts/Trainers	As required by Product Owner. Should represent their respective areas for requirements analysis, design, testing and	Provides departmental subject matter expertise for the overall policies, processes and procedures that will be addressed by the TechShare.Court module.

	training.	
Systems Analyst	Assigned 50% to project from information technology department.	Provides overall process and systems perspective on software development including business area business processes, systems requirements, workflow, data requirements and integration.
Technical Integration Specialists	As required to develop interfaces and integrations to county systems.	Provides technical software design and development in accordance with specifications developed by AMCAD, Urban Counties and county personnel.
Data Conversion Specialists	As required to learn to use data mapping and conversion toolkit and to map county databases to TechShare.Court databases	Provides technical data conversion expertise and services to map county legacy court data to the TechShare.Court database design and specifications.

Exhibit 4: Estimated Costs for Additional Counties

County	2010 Population	Participants' Cost Share	If 1 Additional County Joins Dallas, Tarrant and Travis
Bell	310,235		$ 938,537.77
Bexar	1,714,773		$ 4,134,117.59
Brazoria	313,166		$ 946,901.23
Brazos	194,851		$ 602,076.73
Cameron	406,220		$ 1,207,881.11
Chambers	35,096		$ 111,752.72
Collin	782,341		$ 2,180,042.49
Comal	108,472		$ 340,623.72
Dallas	2,368,139	$ 7,898,229.31	
Denton	662,614		$ 1,884,114.13
Ector	137,130		$ 428,303.97
El Paso	800,647		$ 2,224,248.74
Fort Bend	585,375		$ 1,686,705.00
Galveston	291,309		$ 884,318.51
Grayson	120,877		$ 378,693.20
Gregg	121,730		$ 381,304.43
Guadalupe	131,533		$ 411,253.78
Harris	4,092,459		$ 7,342,279.64
Hays	157,107		$ 488,869.63
Hidalgo	774,769		$ 2,161,678.07
Hunt	86,129		$ 271,605.10
Jefferson	252,273		$ 771,299.51
Johnson	150,934		$ 470,202.78
Kaufman	103,350		$ 324,852.98
Lubbock	278,831		$ 848,366.65
Mclennan	234,906		$ 720,496.02
Midland	136,872		$ 427,518.81
Nueces	340,223		$ 1,023,689.20
Randall	120,725		$ 378,227.80
Rockwall	78,337		$ 247,397.85
San Patricio	64,804		$ 205,184.90
Smith	209,714		$ 646,222.53
Tarrant	1,809,034	$ 5,500,594.36	
Travis	1,024,266	$ 3,275,356.34	
Webb	250,304		$ 765,555.89
Williamson	422,679		$ 1,253,143.29
Wise	59,127		$ 187,412.20
		$ 16,674,180.00	