



## Travis County Commissioners Court Agenda Request

**Meeting Date:** August 5, 2014

**Prepared By/Phone Number:** Lori Clyde/44205

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

**Commissioners Court Sponsor:** Judge Biscoe

**Agenda Language: Approve Modification No. 2 to Contract No. 4400001067, Mentis Technology Solutions, LLC, for Purchase/Maintenance of the Courtroom Docket Management System.**

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

In August 2012, Commissioners Court approved a contract with Mentis Technology Solutions for a courtroom docket management system which is also known as Judge's workbench or aiSmartbench. We currently have an interface with Tiburon FACTS and Vista SG, the document management system (DMS) currently used by the District Clerk's office. The County Clerk's office is in the process of implementing the OnBase DMS.

Currently Mentis does not have an interface created with OnBase. At this time, the Civil Courts recommend approving this modification for a proof of concept (POC) interface between the Mentis aiSmartBench product and OnBase. The goal of this POC is to compare the performance of real-time access of images by aiSmartbench users from the County OnBase DMS system against the performance provided to an aiSmartbench user accessing images from the aiSmartbench image repository. At the conclusion of the POC, Mentis will provide a report detailing the comparative results of the two environments. This report will allow the County to determine if this type of real-time DMS integration will meet the response time needs of the judges and other judicial staff using aiSmartbench in the courtroom and chambers.

The cost of this POC project is \$12,000. If this POC is successful and

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

the County chooses to use the real-time integration there will be an additional cost estimated at \$10,000.

➤ **Contract Modification Information:**

Modification Amount: \$12,000.00

Modification Type:

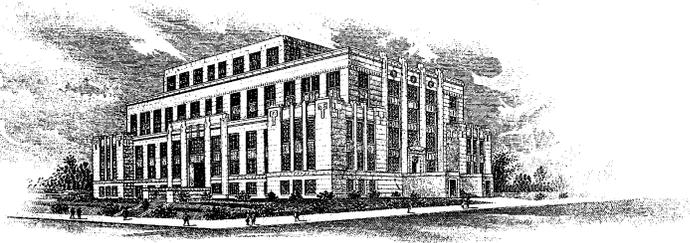
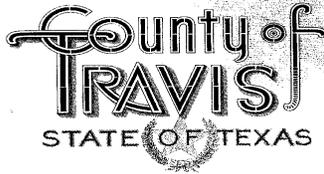
Modification Period: Beginning August 5, 2014

➤ **Funding Information:**

SAP Shopping Cart #: 1000063143

Funding Account(s):

Comments:



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

June 6, 2014

Dear purchasing:

The Civil Courts are requesting a modification to the Mentis contract for the aiSmartBench product to prototype a specific type of integration with OnBase. Our current contract does specify integrations in general terms with DMS systems but since this particular type of integration is a specific kind of request from the County Clerk, it requires a different statement of work. We would like to investigate if this particular type of integration can be effectively performed and still maintain a speed which is workable in the courtroom. We requested and were granted \$25,000 in the Civil Courts budget for special requests and additional functionality.

The requested contract modification is for a statement of work on a per project for this prototype at a cost of \$12,000

The Shopping Cart number is: SC 1000066131

Thank you, Mark Erwin  
Technology Manager, Travis County Courts

**MODIFICATION OF CONTRACT NUMBER: 4400001067 Purch/Maint Courtroom Docket Mgmt System**

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ISSUED BY: PURCHASING OFFICE 700 LAVACA, SUITE 800 AUSTIN, TX 78701	PURCHASING AGENT ASST: <b>Lori Clyde</b> TEL. NO: (512) 854-9700 FAX NO: (512) 854-9185	DATE PREPARED: <b>July 10, 2014</b>
ISSUED TO: <b>Mentis Technology Solutions, LLC</b> <b>8005 S. Chester, Suite 400</b> <b>Centennial, Colorado 80112</b> <b>Attn: Leo LaCascia</b>	MODIFICATION NO.:  <b>2</b>	EXECUTED DATE OF ORIGINAL CONTRACT:  August 7, 2012
ORIGINAL CONTRACT TERM DATES: <u>August 7, 2012 – August 6, 2013</u>		CURRENT CONTRACT TERM DATES: <u>August 7, 2013 – December 6, 2014</u>

**FOR TRAVIS COUNTY INTERNAL USE ONLY:**Original Contract Amount: \$245,350.00 Current Modified Amount \$302,547.00.**DESCRIPTION OF CHANGES:** Except as provided herein, all terms, conditions, and provisions of the document referenced above as heretofore modified, remain unchanged and in full force and effect.

The above referenced contract is modified per the attached Statement of Work.

**Note to Vendor:**

[ X ] Complete and execute (sign) your portion of the signature block section below for all copies and return all signed copies to Travis County.

[ ] DO NOT execute and return to Travis County. Retain for your records.

LEGAL BUSINESS NAME: _____	<input type="checkbox"/> DBA
BY: _____ SIGNATURE	<input type="checkbox"/> CORPORATION
BY: _____ PRINT NAME	<input type="checkbox"/> OTHER
TITLE: _____ ITS DULY AUTHORIZED AGENT	DATE: _____
TRAVIS COUNTY, TEXAS	DATE: _____
BY: _____ CYD V. GRIMES, C.P.M., CPPO, TRAVIS COUNTY PURCHASING AGENT	
TRAVIS COUNTY, TEXAS	DATE: _____
BY: _____ SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE	

## Statement of Work

This Statement of Work (“SOW”) is by and between Mentis Technology Solutions, LLC (“Mentis”) and Travis County, Texas (“County”). This SOW is incorporated by reference in Section 4 and Exhibit A of the Software License, Services and Maintenance Agreement (“Agreement”). Each capitalized term herein shall have the meaning assigned to it in the Agreement. The effective date is \_\_\_\_\_.

### A. Project Scope and Goal:

The scope of this project involves creating a prototype aiSMARTBENCH document image integration to test and prototype real-time image access by an aiSmartBench User from Travis County OnBase DMS (the “Project”). The Project does not include any changes to the existing aiSmartBench Integration.

The goal of this Project is to compare the performance of real-time access of images (Tiffs and PDFs) by aiSMARTBENCH Users from the County OnBase DMS System against the performance provided to an aiSMARTBENCH User accessing images from the aiSMARTBENCH Image Repository.

Mentis will create two test environments on hardware provided by the County each having connectivity to a test instance of the OnBase DMS system. Each test environment will be configured to access a representative sampling of at least 5,000 County document images, using the OnBase API set described in section D below. Each test environment will perform the standard aiSMARTBENCH backfile process for each of the sample images. One environment will retain each original document image and reference that retained image whenever it is subsequently needed by a aiSmartBench User. The second environment will discard the original document image, and re-request the image from the OnBase DMS system whenever it is subsequently needed by an aiSmartBench User.

Using pre-defined scripts, the relative performance of the two environments will be compared in a series of semi-automated tests emulating typical aiSMARTBENCH usage (specifically, viewing documents in a case and reviewing results of word-search across cases) both by a single user or multiple users. Performance and network traffic during the tests will be monitored by a third-party profiling tool (e.g. Fiddler) and by aiSMARTBENCH internal metrics.

As the test scripts are executed, Mentis will simultaneously monitor server properties (CPU, memory and network usage) on the server hosting the OnBase test environment using Microsoft Resource Monitor toolset.

At the conclusion of the tests, Mentis will provide a report detailing the comparative results of the two environments. This report will allow the County to determine if this type of real-time DMS integration will meet the response time needs of the judges and other judicial staff using aiSMARTBENCH in the courtroom and chambers.

Mentis makes no representation or guarantee that the prototype integration to be developed during this Project will meet the performance criteria of the County or will provide equivalent performance to that of the existing aiSmartBench integration.

**B. Fees – Project:**

The Project fee for the following tasks is \$12,000. Any other tasks will be considered out of scope.

- creating the prototype integration,
- setting up the two test environments,
- pre-processing the sample set of a minimum of 5,000 representative documents
- developing appropriate scripted tests,
- conducting the tests, and
- preparing the report.

**C. Project Timeline:**

The estimated Project start date is four (4) weeks from the date of execution of this SOW and will take two-four weeks from the time the Project prerequisites in Section D are completed.

**D. Project Prerequisites:**

- County will provide Mentis the OnBase API set with documentation and test environment which will allow Mentis to develop and test the prototype integration into the County OnBase DMS.
- If requested by Mentis, County or its vendor will provide assistance in identifying the APIs that will allow the integration to retrieve selected document images or specific pages in a document image using a unique document identifier and page number for a case and/or docket. These OnBase APIs need to support retrieving PDF's and Tiff's.
- The County will set up a properly configured OnBase Test Environment for Mentis' development and testing efforts and provide Mentis remote connectivity to it.
- Mentis will validate the OnBase test environment and remote connectivity.
- The parties will develop a mutually agreed upon test plan.

**E. Other Terms**

County will designate and provide one (1) County employee or representative as the primary point of contact who will be responsible for the Project management and one (1) IT support resource for responding to Mentis' questions and issues relating to the Project. In addition, the County IT resources skill set should include the following:

- Network administrator: responsible for managing user accounts and access to supplied test environment via remote VPN access.

- Subject Matter Experts (SMEs): required to have software development and programming experience using the OnBase API set and knowledge on how OnBase is implemented at the County.

**Scope Change.** County may modify the scope or specifications of the Project upon written notice to Mentis. If such modifications would add to Mentis' obligations under this SOW, or extend the time needed and/or increase the cost to complete the Project, the parties will mutually sign an amendment to this SOW modifying the scope of the Project accordingly.