

City of Fayetteville Staff Review Form

City Council Agenda Items
and
Contracts, Leases or Agreements

6/19/2012

City Council Meeting Date
Agenda Items Only

Greg Tabor
Submitted By

Support Services
Division

Police
Department

Action Required:

Approve and execute the attached MSI Software License and Lease Agreement - Amendment for Additional Users to 26 users which increases the monthly lease by \$50 for a total amended monthly lease payment in the amount of \$1,700, plus tax.

\$ 382.38
Cost of this request

1010-2900-5416.00
Account Number

Project Number

\$ 137,822.00
Category / Project Budget

\$ 118,711.74
Funds Used to Date

\$ 19,110.26
Remaining Balance

Software Maintenance
Program Category / Project Name

Maintenance
Program / Project Category Name

General
Fund Name

Budgeted Item

Budget Adjustment Attached

Mike Reynolds
Department Director

05/30/2012
Date

Previous Ordinance or Resolution # _____

J. Kelly
City Attorney

6-1-12
Date

Original Contract Date: _____

Original Contract Number: _____

Paul A. Baker
Finance and Internal Services Director

6-1-2012
Date

Received in City Clerk's Office - 30-12 A10:39 RCVD
LDB

Ann Marie
Chief of Staff

6-4-12
Date

Received in Mayor's Office
ENTERED
[Signature]

Donald Jordan
Mayor

Date

Comments:

CITY COUNCIL AGENDA MEMO

To: Mayor Lioneld Jordan and City Council Members

From: Greg Tabor, Chief of Police

Date: May 23, 2012

Subject: Approve and Execute Amendment to MSI Software License and Lease Agreement

PROPOSAL:

The City of Fayetteville has had in place a contract with MSI Consulting Group, LLC to provide the Virtual Justice Comprehensive Case Management System since 2006. The Virtual Justice software system is used by the Police Department, District Court, and Prosecutors Office to track and process all tickets, court cases, dispositions, and collections of fines within our jurisdiction. Our current contract requires a monthly payment in the amount of \$1,650 plus tax split between the Police Department, District Court, and Prosecutors Office based on the number of licensed users.

Currently, the Records Division of the Police Department has four (4) Virtual Justice software licenses that are shared by eight (8) employees. Due to our increased workload and need for timely processing of records, we are requesting the addition of one users license to our agreement with MSI Consulting Group, LLC at an additional cost of \$50 plus tax per month. Approval of this Amendment will result in a total monthly lease payment of \$1,700 plus tax.

RECOMMENDATION:

Staff recommends approval and execution of the attached Software License and Lease Agreement Amendment for Additional Users with MSI Consulting Group, LLC to 26 users which increase the monthly payments by \$50 for a total amended monthly lease payment in the amount of \$1,700, plus tax. If you should have any question regarding this amendment, please contact me at extension 500.

BUDGET IMPACT:

Total FY2012 expenses for this additional users license is \$350 plus tax. Our software maintenance account has sufficient funds budgeted to absorb this increase due to cost savings recognized within this account.

RESOLUTION NO. _____

A RESOLUTION APPROVING A SOFTWARE LICENSE AND LEASE CONTRACT AMENDMENT WITH MSI CONSULTING GROUP, LLC TO PROVIDE ACCESS TO TWENTY-SIX (26) USERS TO THE VIRTUAL JUSTICE COMPREHENSIVE CASE MANAGEMENT SYSTEM AT A RATE OF \$1,700.00 PER MONTH, PLUS APPLICABLE TAXES

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAYETTEVILLE, ARKANSAS:

Section 1. That the City Council of the City of Fayetteville, Arkansas hereby approves a software license and lease contract amendment with MSI Consulting Group, LLC to provide access to twenty-six (26) users to the Virtual Justice Comprehensive Case Management System at a rate of \$1,700.00 per month, plus applicable taxes.

PASSED and APPROVED this 19th day of June, 2012.

APPROVED:

ATTEST:

By: _____
LIONELD JORDAN, Mayor

By: _____
SONDRA E. SMITH, City Clerk/Treasurer



MSI Consulting Group, LLC

FILED
FAYETTEVILLE
DISTRICT COURT
2012 MAY 21 PM 1:32

2120 S. Waldron, Suite C-312 • Fort Smith, Arkansas 72903 • (479) 452-0560 • Fax: (479) 452-0638 • www.msicg.com

May 17, 2012

Ms. Dena Stockalper
Fayetteville District Court
176 South Church, Suite 1
Fayetteville, AR 72701

Dear Dena,

Please find enclosed two (2) copies of the MSI Software License and Lease Agreement – Amendment for Additional Users. This is an amendment to the contract that was signed previously. The new amendment reflects the additional user(s) that was added to your **Virtual Justice**® system configuration as well as the increase in your monthly lease payment amount.

Sign both copies of the amendment and mail or fax the one marked MSI COPY to our office as soon as possible.

Please feel free to contact us at (479) 452-0560, or e-mail at bryan.smith@msicg.com if you have any questions.

Sincerely,

Bryan D. Smith
Vice President

Enclosures (2)

MSI COPY

MSI CONSULTING GROUP, LLC
2120 South Waldron, Suite C-312
Fort Smith, Arkansas 72903
(479) 452-0560

SOFTWARE LICENSE AND LEASE AGREEMENT

AMMENDMENT FOR ADDITIONAL USERS

MSI Consulting Group, LLC, hereinafter referred to as **MSI**, grants the **Fayetteville District Court**, located in the City of Fayetteville, Arkansas, Washington County, hereinafter referred to as **COURT**, an amendment to the original Software License and Lease Agreement and any previous amendments. This amendment is due to the request, by **COURT**, to increase the number of licensed users for your **Virtual Justice®** Comprehensive Case Management System, Version 1.0, hereinafter referred to as **SOFTWARE**. The new number of users and new monthly lease payment are listed below and referenced by the original agreement section number 10 item letter B:

10. PAYMENT

- B. The monthly lease payment in the amount of \$ 1,700.00, plus tax, will be due and payable on the first day of each month for the duration of the lease agreement. **COURT** will receive an invoice from **MSI** for each monthly payment, upon completion of the **SOFTWARE** installation. This monthly payment amount is based on a maximum of 26 User(s) and will be increased if additional users are added at a later date.

The new monthly lease payment amount will be effective immediately upon completion of the VJ setup for the additional user(s).

Amendment Agreement entered into on this _____ day of _____, 2012.

Signature: _____

Title: _____

For: (COURT)

Signature:  _____

Bryan D. Smith

Title: Vice President

For: MSI Consulting Group, LLC (MSI)

