



Request for City Council Committee Action from the Department of BIS

Date May 23, 2011

To: The Honorable Betsy Hodges, Chair, Ways and Means Committee

Subject: AutoMon Contract Amendment for Practice Manager Software

Recommendation: Authorize proper City officials to extend the AutoMon, LLC contract for a period of 3 years, to June 30, 2014 and increase the contract by \$140,000.

Prepared by Elise Ehardt, BIS Interagency Coordinator, 673-2026

Submitted by Otto Doll _____, 673-3190
Chief Information Officer

Approved by Steven Bosacker _____
City Coordinator

Presenter in Committee Otto Doll

Policy Review Group X Not Applicable

Permanent Review Committee (PRC) X Approved 5/12/11

Prior Related Directives:

- o May 25, 2005 authorization to negotiate and execute a contract with RealLegal, LLC to provide a Case Management System to support the City Attorney's Office
- o December 12, 2008 authorization to amend AutoMon contract C-22110 (formerly RealLegal) to provide vendor support, upgrades, licenses, and maintenance; and extend contract date to 2011.

Financial Impact: None.

<p>Financial Impact (Check those that apply)</p> <p><u> X </u> No financial impact (If checked, go directly to Background/Supporting Information)</p> <p><u> </u> Action requires an appropriation increase to the Capital Budget</p> <p><u> </u> Action requires an appropriation increase to the Operating Budget</p> <p><u> </u> Action provides increased revenue for appropriation increase</p> <p><u> </u> Action requires use of contingency or reserves</p> <p><u> </u> Other financial impact (Explain):</p> <p><u> X </u> Request provided to department's finance contact prior to the Committee Coordinator</p>

Background/Supporting Information

The City currently has a contract (C-22110) with AutoMon, LLC (formerly RealLegal, LLC) to provide licenses, maintenance and support for the Practice Manager software application used by the City Attorney's Office and the Department of Civil Rights. The contract was established in 2005 to implement a case management system for the City Attorney's Office. The contract was extended in 2008 for three years and in 2009 the Department of Civil Rights began using the Practice Manager system for tracking and managing its investigations. The contract is set to expire June 30, 2011 and has a total contract value of \$941,115 over six years.

BIS would like to extend and increase the contract with AutoMon. Pricing has yet to be finalized but BIS expects that the additional costs over the three-year period will not exceed \$140,000. If approved, the new contract total would not exceed \$1,081,115.

The contract extension and increase allows the City continuity of maintenance and support services for the proprietary Practice Manager software, including implementation and support for the software upgrade planned for 2012. The extension also includes an update to the contract terms and conditions to match the City's current standard provisions.

Request for Approval

BIS is requesting authorization for the proper City officials to:

- a) extend the AutoMon, LLC contract for a period of 3 years, to June 30, 2014 and
- b) increase the contract by \$140,000 for a new not-to-exceed amount of \$ 1,081,115.

Funding for the contract expenses is covered by the City Attorney's Office and the Department of Civil Rights.