

Item #: \_\_\_\_\_

Prepared by: Dini Malone

Moved by: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

RESOLUTION TO APPROVE A CONTRACT BETWEEN SHELBY COUNTY GOVERNMENT ON BEHALF OF THE JUVENILE COURT OF MEMPHIS AND SHELBY COUNTY AND CASTO INFORMATION MANAGEMENT SYSTEMS, INC. IN THE AMOUNT NOT TO EXCEED \$83,000.00 TO PROVIDE MAINTENANCE, LICENSE AND DEVELOPMENT ON THE ONBASE DOCUMENT MANAGEMENT SYSTEM. THIS ITEM REQUIRES THE EXPENDITURE OF FEDERAL THROUGH STATE GRANT FUNDS IN THE AMOUNT OF \$83,000.00. SPONSORED BY COMMISSIONER MARK BILLINGSLEY.

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WHEREAS, There is a need by the Juvenile Court of Memphis and Shelby County for OnBase document management system maintenance, license and development services; and

WHEREAS, Casto Information Management Systems, Inc. (CIMS), demonstrated the requisite knowledge and expertise to provide the services; and

WHEREAS, Shelby County Government approved CIMS as a sole source vendor; and

WHEREAS, A contract between Shelby County Government on behalf of the Juvenile Court of Memphis and Shelby County and CIMS has been proposed for the period beginning upon the date of execution through June 30, 2017, with the option to renew for four additional one-year periods upon mutual written agreement of the parties and the appropriation of funds for future renewal periods by the Board of County Commissioners; and

WHEREAS, Grant Funds in the amount of \$63,000.00 are included in the Proposed FY 2017 Juvenile Court Budget in Line Item No. 550-706153-6465, Software Acquisitions and Licenses, and \$20,000.00 in Line Item No. 037-706154-6664, Professional Services Contracted, for this expenditure, subject to appropriation.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SHELBY COUNTY, TENNESSEE, That the Contract between Shelby County Government on behalf of the Juvenile Court of Memphis and Shelby County and CIMS in the amount not to exceed \$83,000.00 for the provision of

maintenance, license and development on the OnBase document management system, for the period ending June 30, 2017, attached hereto as Exhibit A and incorporated herein by reference, is hereby approved, subject to appropriation, an executed copy of which shall be placed on file in the Contracts Administration section of the County Attorney's Office.

BE IT FURTHER RESOLVED, That said contract contains the option to renew for four additional one-year periods. Said renewals shall not exceed \$83,000.00 per year and are hereby approved subject to the adoption of each fiscal year's Operating Budget by the Board of County Commissioners.

BE IT FURTHER RESOLVED, That the County Mayor is hereby authorized to execute the contract on behalf of Shelby County Government as well as all future renewals subject to the terms and conditions of the contract and this Resolution.

BE IT FURTHER RESOLVED, That Grant Funds in the amount of \$63,000.00 have been included and are hereby available in Account No. 550-706153-6465, Software Acquisitions and Licenses, and \$20,000.00 in Account No. 550-706153-6664, Professional Services Contracted, from the Proposed FY 2017 Juvenile Court Operating Budget.

BE IT FURTHER RESOLVED, That the Mayor and Director of Administration and Finance are authorized to issue their warrant or warrants not to exceed an amount of \$83,000.00 to CIMS pursuant to the terms and conditions of the contract, and to take proper credit in their accounting therefor.

BE IT FURTHER RESOLVED, That this Resolution shall become effective in accordance with the Shelby County Charter, Article II, § 2.06(B).

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Mark H. Luttrell, Jr.  
Shelby County Mayor

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Clerk of County Commission

ADOPTED: \_\_\_\_\_