

AN ORDINANCE **9 6 9 8 4**

AUTHORIZING A PROFESSIONAL SERVICES CONTRACT WITH, AND RATIFYING SERVICES PERFORMED BY, OPEN SYSTEMS GROUP (OSG) IN AN AMOUNT NOT TO EXCEED \$510,000.00, AT A RATE OF \$85.00 PER HOUR, TO IMPLEMENT THE ELECTRONIC DOCUMENT MANAGING SYSTEM FOR MUNICIPAL COURTS FOR THE PERIOD BEGINNING OCTOBER 1, 2002 AND ENDING OCTOBER 31, 2004.

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WHEREAS, in January 2000, as a part of the contract approved pursuant to Ordinance No. 93601, which was passed and approved on March 22, 2001 and expired on September 30, 2002, the Open Systems Group (O.S.G.) began work on the implementation of an Electronic Document Management System for Municipal Courts; and

WHEREAS, the contract that was authorized by Ordinance No. 93601 was administered by the Information Services Division and required O.S.G. to perform services for several City departments, however, it became apparent that Municipal Courts needed O.S.G. to focus on Municipal Courts' management system; and

WHEREAS, the contract approved by this action will be managed by Municipal Courts and focus on their Electronic Document Management System; and

WHEREAS, since October 1, 2002, O.S.G. has continued to perform management system services for Municipal Courts; and

WHEREAS, upon completion, this system will replace current paper files and allow Municipal Courts to image and electronically store and retrieve all court cases; and

WHEREAS, O.S.G. has already developed the programming and interface requirements to allow implementation of the first three (3) phases of the project, however, three (3) planned phases need to be completed; and

WHEREAS, this action will ensure the continued development, implementation and completion of the Document Imaging Project; and

WHEREAS, total expenditures under this contract will not exceed \$510,000.00 and Article 102.0172, which established the *Municipal Court Technology Fund*, allows the City to assess \$4.00 cost to a defendant convicted of a misdemeanor offense which may be used for offset to finance the purchase of technological enhancements such as this imaging system; **NOW THEREFORE:**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The Professional Services Contract with Open Systems Group (O.S.G.) to implement the Electronic Document Management System for Municipal Courts, in an amount not to exceed \$510,000.00 at a rate of \$85.00 per hour, for a period beginning October 1, 2002 and ending October 31, 2004 is hereby approved and services previously performed are hereby ratified. A copy of the Professional Services Contract, in substantially final form, is attached hereto and incorporated herein for all purposes as Exhibit I.

SECTION 2. Funds in the amount of \$67,936.25 are authorized to be expended in Fund 74-000 (Information Services Fund), in Index Code 753590 entitled "Fees to Professionals-Municipal Court", and payment of \$67,936.25 to the Open Systems Group for the professional services contract for the months of October and November 2002.

SECTION 3. Payments for professional services for the remainder of the contract should be expended in Fund 74-000, in Index Code 753590, however funding beyond September 30, 2003 is subject to appropriations through the annual budget process.

SECTION 4. The City Manager, or her designee, is authorized to execute a contract in substantially the form attached. The Director of Municipal Court is authorized to execute the statements of work which will become a part of the contract.

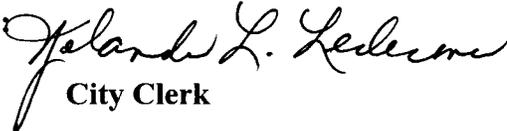
SECTION 5. The Director of Finance may, subject to the concurrence of the City Manager or her designee, correct allocations to specific index codes and fund numbers necessary to carry out the purposes of this Ordinance.

SECTION 6. This ordinance shall be effective on and after the tenth (10th) day after passage hereof.

PASSED AND APPROVED this 9th day of January, 2003.



M A Y O R
EDWARD D. GARZA

ATTEST: 
City Clerk

APPROVED AS TO FORM: 
for City Attorney