



## Legislation Details (With Text)

**File #:** 2218-2020      **Version:** 1

**Type:** Ordinance      **Status:** Passed

**File created:** 9/25/2020      **In control:** Criminal Justice & Judiciary Committee

**On agenda:** 10/19/2020      **Final action:** 10/22/2020

**Title:** To authorize the Director of the Department of Finance and Management, on behalf of the Municipal Court Clerk, to enter into a contract with 3SG Plus LLC for the provision of software maintenance and upgrade; to authorize an expenditure of \$41,237.19 from the Municipal Court Clerk Computer Fund; to authorize an expenditure of \$73,531.71 from the CARES Act Fund; and to declare an emergency. (\$114,768.90)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 3SG Upgrade, 2. 3SG Maintenance, 3. STS 3SG, 4. 2218-2020 3SG+

Date	Ver.	Action By	Action	Result
10/22/2020	1	CITY CLERK	Attest	
10/21/2020	1	MAYOR	Signed	
10/19/2020	1	COUNCIL PRESIDENT	Signed	
10/19/2020	1	Columbus City Council	Approved	Pass

**BACKGROUND:**

This legislation authorizes the Director of the Department of Finance and Management on behalf of Franklin County Municipal Court, Clerk of Court (“Municipal Court Clerk”) to enter into a contract with 3SG Plus LLC for the provision of annual OnBase software maintenance in the amount of \$41,237.19, and a software upgrade in the amount of \$73,531.71, totaling \$114,768.90 for the Franklin County Municipal Court case imaging system.

The Franklin County Municipal Court Clerk’s Office is moving towards implementing an electronic workflow process which will reduce the sharing of paper materials. Paper documents and files are routinely shared person to person during court proceedings and operations. The Governor’s Responsible Restart Ohio Program mandates that there should be an effort to “reduce sharing of work materials.” The Clerk’s Office's current Hyland OnBase imaging system must be updated to facilitate compliance with this obligation.

The use of CARES dollars is necessary to meet the social distancing requirements by sharing of documents electronically, instead of person to person in the courtrooms; the software upgrade was not budgeted for in the 2020 Budget; and will be incurred during the period of March 1, 2020 through December 30, 2020.

3SG Corporation, a dealer of Hyland Software, Inc. installed and configured the Hyland OnBase software for the Franklin County Municipal Court’s imaging system. 3SG Plus LLC is currently providing the Municipal Court Clerk’s Office with software maintenance services through the State of Ohio, State Term Schedule (STS) # 533272-3: expiration date 3/31/21.

Ordinance 582-87 authorizes the City of Columbus to purchase from the cooperative purchasing contract.

**Current Contract:**

PO203588

**Contract Compliance Number:** 46-55048777

3SG Plus, LLC

Expiration date: 1/27/2022

Vendor # 19867

The company is not debarred according to the excluded party listing system of the Federal Government or prohibited from being awarded a contract according to the Auditor of State unresolved finding for recovery certified search.

**Emergency Designation:** Emergency action is requested for the continuity of the software maintenance, and to facilitate the software upgrade to comply with the Governor's Responsible Restart Ohio Program mandates.

**Fiscal Impact:** Funds totaling \$41,237.19 are available within the 2020 computer fund budget; funds totaling \$73,531.71 are available within the CARES Act-City COVID-19 response fund.

To authorize the Director of the Department of Finance and Management, on behalf of the Municipal Court Clerk, to enter into a contract with 3SG Plus LLC for the provision of software maintenance and upgrade; to authorize an expenditure of \$41,237.19 from the Municipal Court Clerk Computer Fund; to authorize an expenditure of \$73,531.71 from the CARES Act Fund; and to declare an emergency. (\$114,768.90)

**WHEREAS**, it is necessary for the Director of the Department of Finance and Management, on behalf of the Municipal Court Clerk, to enter into contract with 3SG Plus LLC for the provision of the software maintenance and upgrade for the Franklin County Municipal Court imaging system; and

**WHEREAS**, it is necessary to facilitate the OnBase software upgrade to comply with the Governor's Responsible Restart Ohio Program mandates; and

**WHEREAS**, the COVID-19 pandemic has resulted in the need of sharing documents electronically and maintaining social distancing within the courtrooms; and

**WHEREAS**, expenditure of CARES ACT funding to upgrade the imaging software is necessary to address the social distancing concerns when sharing of documents person to person in the courtrooms caused by the COVID-19 public health emergency; and

**WHEREAS**, such expenditure of funds has not been previously accounted for in the 2020 Budget; and

**WHEREAS**, an emergency exists in the usual daily operation of the Municipal Court Clerk's Office in that it is immediately necessary to authorize the Director of the Department of Finance and Management to enter into the contract with 3SG Plus LLC for the continuity of the software maintenance, and upgrade for the imaging system; thereby, preserving the public health, peace, property, safety, and welfare; now therefore,

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:**

**SECTION 1.** That the Department of Finance and Management, on behalf of the Municipal Court Clerk, be and is hereby authorized to enter into contract with 3SG Plus LLC for the provision of the software maintenance and upgrade for the Municipal Court Clerk's Office in the amount of \$114,768.90 .

**SECTION 2.** That the expenditure of \$41,237.19 or so much thereof as may be necessary, is hereby authorized in Fund 2227 (Computer Fund), Dept-Div 2601 (Municipal Court Clerk), Object Class 03 (Contractual Services), per the accounting codes in the attachment to this ordinance.

**SECTION 3.** That the expenditure of \$73,531.71 or so much thereof as may be necessary, is hereby authorized in Fund 2207 (CARES Act Fund), Dept-Div 2601 (Municipal Court Clerk), Object Class 03 (Contractual Services), per the accounting codes in the attachment to this ordinance.

**SECTION 4.** That the funds are hereby deemed appropriated and expenditures authorized to carry out the purposes of this ordinance and the City Auditor shall establish such accounting codes as necessary.

**SECTION 5.** That for the reasons stated in the preamble hereto, which is hereby made a part hereof, this ordinance is declared to be an emergency measure and shall take effect and be in force from and after its passage and approval by the Mayor or ten days after passage if the Mayor neither approves nor vetoes the same.