

Introduced by the Judiciary and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A CONTRACT WITH IMAGESOFT CORPORATION FOR THE
DISCOVERY PHASE OF THE SCANNING PROJECT FOR THE CIRCUIT COURT**

RESOLUTION #11-119

WHEREAS, the Ingham County Prosecutor's Office and the Friend of the Court have successfully implemented paperless scanning projects; and

WHEREAS, the Circuit Court has a need for an imaging solution in order to improve efficiency and document management; and

WHEREAS, Ingham County continues to be able to piggyback onto the Request for Proposal (RFP) previously administered by Genesee County that will guarantee On-Base software discounts of 20% (\$25,000 - \$50,000) or 25% (\$50,000 - \$100,000) for Ingham County departments through the end of 2012; and

WHEREAS, the Circuit Court plans to start the scanning project with Domestic and Asbestos cases; and

WHEREAS, the analysis and design process will encompass the Circuit Court, Circuit Court Clerk's Office, and Friend of the Court offices for those case types; and

WHEREAS, the significant points for consideration are: centralized vs. decentralized capture, integration with CourtView and the value of inter and intra departmental workflow automation; and

WHEREAS, at the end of the analysis and design process, ImageSoft will provide a Functional Specification document and will use the findings to create a Statement of Work (SOW) with budgetary pricing.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes entering into a contract with ImageSoft at a cost of \$11,405.

BE IT FURTHER RESOLVED, that the cost will be paid by the Circuit Court's CIP Budget, which has \$243,100 that has been approved for scanning/imaging purposes.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners and the County Clerk are authorized to sign any contract/purchase documents consistent with this Resolution and approved as to form by the County Attorney.

JUDICIARY: Yeas: Koenig, Holman, Tennis, Tsernoglou, Schafer

Nays: None **Absent:** Bahar-Cook **Approved 3/31/11**

FINANCE: Yeas: Tsernoglou, McGrain, Dougan

Nays: None **Absent:** Schor, Bahar-Cook, Nolan **Approved 4/6/11**