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OFFICE OF THE ERIE COUNTY DISTRICT ATTORNEY

FRANK A. SEDITA, III
DISTRICT ATTORNEY

July 19, 2011

The Honorable
Erie County Legislature
92 Franklin Street
Buffalo, New York 14202

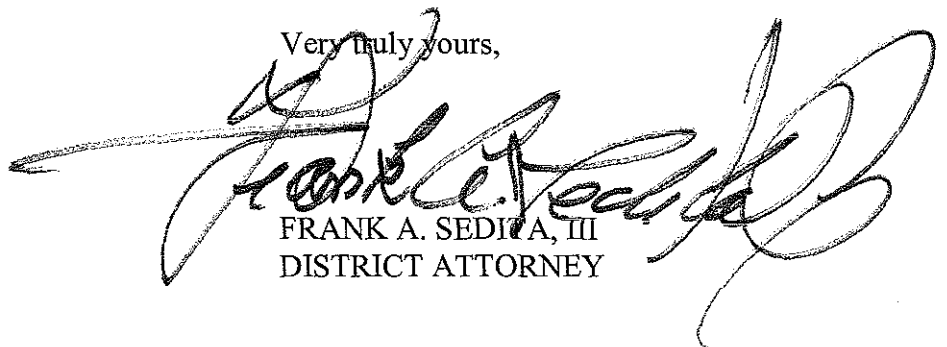
Re: District Attorney's Office
Case Management System Upgrade Funding
Immediate Consideration Requested

Honorable Members:

Enclosed is a proposed resolution and an accompanying memorandum requesting authorization to enter into a grant award agreement with the New York State Division of Criminal Justice Services and to appropriate the grant award. Funding is being provided to the District Attorney's Office to upgrade our current Prosecutors Case Management System.

Thank you for your immediate consideration of this matter. If your Honorable Body requires any further information, kindly contact our office and we will be happy to accommodate your requests.

Very truly yours,



FRANK A. SEDITA, III
DISTRICT ATTORNEY

FAS/lh

ACCOMPANYING MEMORANDUM

To: Erie County Legislature
From: Frank A. Sedita, III, District Attorney
Date: July 19, 2011
Re: District Attorney's Office
Case Management System Upgrade Funding

I. Summary of Recommended Action

The proposed resolution requests authorization for the County Executive to enter into a grant contract with the New York Division of Criminal Justice Services (DCJS) for the receipt of grant monies to aid the District Attorney's Office in upgrading and enhancing our Prosecutors Case Management System (PCMS). We are also requesting authorization to enter into a contract with the software consultant who can complete this project in the most efficient and timely manner. We believe that allowing us to choose a qualified contractor through a non-competitive procurement process is in the best interest of both the District Attorney's Office and Erie County.

II. Fiscal Implication of Proposal

The District Attorney's Office has received a grant award in the amount of \$65,000 from DCJS. The award monies will fund the software consultant costs of upgrading and customizing PCMS. The funds will also be used to purchase computer tablets for remote access to PCMS. **There will be no cost to County taxpayers.**

III. Reasons for Recommendation and Background of Proposal

The Erie County District Attorney's Office (ECDA) uses the PCMS case tracking system. The New York Prosecutors Training Institute (NYPTI) introduced PCMS to various District Attorneys' Offices across the state in 2001. PCMS tracks all felony cases in superior court and all misdemeanor cases filed in Buffalo City Court. PCMS was customized to accommodate the needs of our office; however, our office was unable to upgrade to new versions of PCMS. PCMS is currently on its 4th version (PCMS V.4) while our office continues to run PCMS Version 1.

Currently, we are only seeing information from a fraction of the courts in Erie County. This upgrade, when complete, will allow us to see all arrest information and all case information from **all** local courts and not just the Buffalo City Court and superior courts. This additional information will allow ADA's to make more informed decisions when prosecuting a case.

NYPTI has utilized GCOM Software Inc. (GCOM) to create the later PCMS versions. DCJS has made funds available to upgrade to the newest version of PCMS and to add special enhancements. Accordingly, we will be able continue

our movement towards a fully integrated Case Management System which would include all of the courts in Erie County.

We initially considered a different case management system but found the cost of moving to a new system prohibitively expensive. Our research demonstrates that PCMS V.4 can provide us with adequate case management and statistical analysis capabilities without tripling our cost to move to a brand new system. Since PCMS is a product of NYPTI, we will be working hand-in-hand with them to make the software conversion easier. In order to complete this project, DCJS is providing our office the funds to contract with GCOM, a software consultant/developer that provides unique services; i.e., GCOM possesses unique and unparalleled knowledge of critical aspects of PCMS. GCOM also possesses the necessary knowledge and source codes to create our customized enhancements within PCMS V.4.

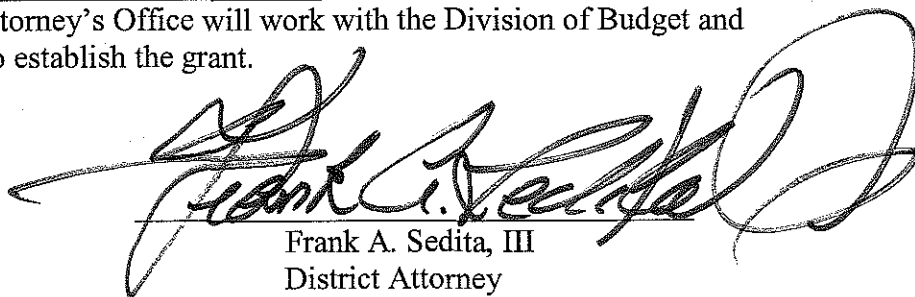
Grant funds will also be used to purchase computer tablets for the 10 assistant district attorneys who prosecute cases in the 37 local criminal courts. This, in turn, will allow them to have ECDA Case tracking software at their disposal for expeditiously updating case information, researching prior defendant information, and researching case law and jury instructions without leaving the courtroom. These tablets would be equipped with a secure VPN to protect the data and wireless so that the attorney can access the cases anywhere in Erie County.

IV. Consequences of Negative Action

Failure to approve this request will hinder the operation and effectiveness of the District Attorney's Office.

V. Steps Following Approval of Measure

The District Attorney's Office will work with the Division of Budget and Management to establish the grant.



Frank A. Sedita, III
District Attorney

PROPOSED RESOLUTION

Re: District Attorney's Office
Case Management System Upgrade Funding
Immediate Consideration Requested

WHEREAS, the District Attorney's Office has maintained a Prosecutors Case Management System (PCMS) program since 2001, whereby all case information is entered and tracked; and

WHEREAS, it has become necessary to upgrade the current version of PCMS as well as make customized enhancements to the software in order to meet the needs of the office and the County; and

WHEREAS, funds have been made available through a grant from the New York State Division of Criminal Justice Services (DCJS) in the amount of \$65,000 specifically for the above purpose; and

WHEREAS, due to their intimate knowledge of PCMS and the timeliness with which this project needs to be completed, there is a particular software consultant and programmer that should be performing the necessary work; and consequently, DCJS has approved the sole source justification of this particular vendor, as well as their rates.

NOW, THEREFORE, BE IT

RESOLVED, that the County Executive is hereby authorized to enter into a contract with the New York State Division of Criminal Justice Services for the purpose of upgrading and customizing the Prosecutors Case Management System maintained by the District Attorney's Office; and be it further

RESOLVED, that authorization is hereby provided to establish the District Attorney's PCMS Upgrade Grant as follows:

DISTRICT ATTORNEY'S OFFICE

PCMS Upgrade Grant

114PCMS2011

January 1, 2011 to December 31, 2011

<u>Revenue:</u>	<u>Increase</u>
414000 Federal Aid	<u>\$ 65,000</u>
Total Revenue	<u>\$ 65,000</u>
 <u>Appropriation:</u>	
516020 Professional Service Contracts & Fees	\$ 40,000
561410 Lab & Tech Equipment	<u>25,000</u>
Total Appropriations	<u>\$ 65,000</u>

and be it further

RESOLVED, that authorization is hereby provided for the County Executive to enter into a contract with GCOM Software, Inc., who will handle customizations and data conversion of the software; and be it further

RESOLVED, that if necessary, authorization is hereby granted to enter into contracts with additional consultants, if the need should arise to work with different or additional vendors based on potential changes in scope of work and/or approvals from DCJS; and be it further

RESOLVED, that the contract with the above mentioned consultants are special sole source services and therefore, the Request for Proposal procedure under Section 19.08 of the Erie County Administrative Code is hereby waived; and be it further

RESOLVED, that the Director of Budget & Management is hereby authorized to establish and adjust budgets as required to comply with State-approved funding levels; and be it further

RESOLVED, that certified copies of this resolution be forwarded to the Erie County Executive, Erie County District Attorney, Erie County Comptroller, and the Director of Budget and Management.