SINGLE SOURCE AWARD **BID # SS-15956-24**

Subject: Software Support and Maintenance Renewal

Department: Clerk of Court

Description of Purchase:

Recommend approval of a single source award to Courtview Justice Solutions In. dba Equivant to provide support and annual maintenance for the Clerk's Showcase, Mentis, eCitation, eRecording, ePayment and UCR Software. The period of service will be from October 1, 2024 through September 30, 2025. Total not-to-exceed expenditure amount will be $680,742.00.

Funding Source: To be encumbered using state funding FS 28.37(5) and processed by Purchase Order.

Single Source Award To: Courtview Justice Solutions In. dba Equivant

Price Justification: See attachment

Total Award: $680,742.00 **Requisition #:** CLCL-500715-24

Attachments: Recommendation Memo, Single Source Form, Vendor Letter/Quote

Certification as to Single Source: Jennifer Spinelli, Chief Financial Officer

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

Renata Barnett

Analyst: Renata Barnett

Dustin Freeman, Chief
Procurement Division

APPROVAL OF JACKSONVILLE PROCURMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE***

ACTION OF AWARDING AUTHORITY DATE: _____

APPROVED_____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

JODY PHILLIPS
CLERK OF THE CIRCUIT COURT
DUVAL COUNTY, FLORIDA

July 22, 2024

To: Dustin Freeman, Chief of Procurement

Thru: Jennifer Spinelli, Chief Financial Officer

From: Victoria Tomlin, Purchasing Specialist

Subject: Single Source Award – CourtView/Equivant Annual Maintenance

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The Clerk of the Circuit and County Courts is requesting a single source award to CourtView Justice Inc. D/B/A Equivant to provide support and annual maintenance for the Clerk's ShowCase, Mentis, eCitation, eRecording, ePayment and UCR Software. The period of maintenance begins 10/1/2024 and ends 9/30/2025. The total expenditure is not expected to exceed $680,742.00.

To be encumbered using state funding per FS 28.37(5). The Clerk's Office will issue the purchase order internally upon approval of the award. The account to be used is reported in the City's ACFR, and as a part of our consolidated structure the Clerk's Office requests this single source award.

Attached: Single Source Memo
Justification Memo
Equivant Support and Maintenance Renewal
Prior Year Award

JUSTIFICATION FOR SINGLE SOURCE (JSS)	
Pursuant to the City of Jacksonville Procurement Code§ 126.206 & § 126.312, when requesting a purchase from a vendor subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments.	
1. Requesting Agency:	Constitutional Offices
2. Nature and/or description of the requirement being requested. ***Identify each item, component or service being procured. (Attach quote/proposal):*** ***Why does the city need these particular goods or services?***	Software maintenance renewal for ShowCase, Mentis, Integration API, eCitation, Acclaim e-Recording Process Interface, ePayment, and UCR Enhancements for the period of 10/1/2024 – 9/30/2025.
3. Provide a detailed justification as to why the requested goods/services can only be efficiently and effectively procured through the recommended Single Source vendor:	CourtView software is proprietary property of CourtView Justice Solutions Inc. D/B/A Equivant and protected by law. Another party cannot alter, modify, change, manipulate or provide maintenance for this product without infringing upon Equivant's ownership rights.
4. Date of Request	7/22/2024

5. Summary of Market Research

[Provide a description of the market research performed, how it was performed, by whom, and market research results. Please spell out acronyms.]

[Equivant is the sole source for software maintenance and services for its products. Researched performed by Victoria Tomlin.]

6. Conflict of Interest (Must Check)

√ By checking this box, I affirm that there are no actual, potential, or perceived conflicts of interest with the entity in which I am requesting a single source award. Conflict of Interest shall be interpreted consistent with *Chapter 112, Florida Statutes.*

7. Other Documentation (Check and attach all that apply)

√ Supplier Quote

√ Single Source Memo signed by Director

√ Other [Previous Years Award]

equivant

CourtView Justice Solutions Inc. d/b/a equivant

Support and Maintenance Renewal Notice

Purchasing
Duval County
Clerk of the Circuit Court
501 West Adams Street
Jacksonville, FL 32202

Date: July 1, 2024
Client ID: DUVALFL

Software Maintenance Renewal

Support Period: October 1, 2024 through September 30, 2025

Software	Annual Amount
ShowCase Software Support & Maintenance	
Appeals	$16,149.00
Circuit Civil	$48,373.00
County Civil	$48,347.00
Domestic Violence	$16,116.00
Family Law	$48,347.00
Felony	$80,624.00
Juvenile	$48,347.00
Mental Health	$16,116.00
Probate	$32,230.00
Traffic/Misdemeanor	$277,190.00
Mentis Integration API	$18,929.00
eCitation	$3,974.00
Acclaim e-Recording Process Interface	$7,550.00
ePayment	$9,899.00
UCR Enhancement	$8,551.00
Total Maintenance	**$680,742.00**

Includes updates & enhancements, unlimited email & phone support for 12 months
equivant will issue an invoice within 60 days

This maintenance renewal is pursuant to the current equivant Support Agreement and renews annually. Notification of termination is required pursuant to that agreement. CourtView software is proprietary property of CourtView Justice Solutions Inc. d/b/a equivant and protected by law. Another party cannot alter, modify, change, manipulate or provide maintenance for this product without infringing upon equivant's ownership rights. equivant is the sole source for software maintenance and services for its products.
CourtView Justice Solutions Inc. Federal Tax ID # 46-0521050

Select Year: 2024 Go

The 2024 Florida Statutes

Title V	Chapter 28	View Entire Chapter
JUDICIAL BRANCH	CLERKS OF THE CIRCUIT COURTS	

28.37 Fines, fees, service charges, and costs remitted to the state.—

(1) Pursuant to s. 14(b), Art. V of the State Constitution, selected salaries, costs, and expenses of the state courts system and court-related functions shall be funded from a portion of the revenues derived from statutory fines, fees, service charges, and court costs collected by the clerks of the court and from adequate and appropriate supplemental funding from state revenues as appropriated by the Legislature.

(2) As used in this section, the term:

(a) "Cumulative excess" means revenues derived from fines, fees, service charges, and court costs collected by the clerks of the court which are greater than the original revenue projection.

(b) "Original revenue projection" means the official estimate, as determined by the Revenue Estimating Conference, of revenues from fines, fees, service charges, and court costs available for court-related functions for the county fiscal year covered by the projection.

(3) The portion of all fines, fees, service charges, and costs collected by the clerks of the court for the previous quarter which is in excess of one-fourth of the clerks' total budget for the performance of court-related functions must be remitted to the Department of Revenue for deposit into the Clerks of the Court Trust Fund. Such collections do not include funding received for the operation of the Title IV-D child support collections and disbursement program. The clerk of the court shall remit the revenues collected during the previous quarter due to the state on or before the 10th day of the next preceding month immediately following the quarterly calculation.

(4)(a) Each year, no later than January 25, for the previous county fiscal year, the clerks of court, in consultation with the Florida Clerks of Court Operations Corporation, shall remit to the Department of Revenue for deposit in the Clerks of the Court Trust Fund the cumulative excess of all fines, fees, service charges, and court costs retained by the clerks of the court, plus any funds received by the clerks of the court from the Clerks of the Court Trust Fund under s. 28.36(4), which exceed the amount needed to meet their authorized budget amounts established under s. 28.35.

(b) No later than February 1, 2022, and each February 1 thereafter, the Department of Revenue shall transfer 50 percent of the cumulative excess of the original revenue projection from the Clerks of the Court Trust Fund to the General Revenue Fund. The remaining 50 percent in the Clerks of the Court Trust Fund may be used in the development of the total combined budgets of the clerks of the court as provided in s. 28.35(2)(f)6. However, a minimum of 10 percent of the clerk-retained portion of the cumulative excess amount must be held in reserve until such funds reach an amount equal to at least 16 percent of the total budget authority from the current county fiscal year, as provided in s. 28.36(3)(a).

(5) The Department of Revenue shall collect any funds that the Florida Clerks of Court Operations Corporation determines upon investigation were due but not remitted to the Department of Revenue. The corporation shall notify the clerk of the court and the Department of Revenue of the amount due to the Department of Revenue. The clerk of the court shall remit the amount due no later than the 10th day of the month following the month in which notice is provided by the corporation to the clerk of the court.

(6) Ten percent of all court-related fines collected by the clerk, except for penalties or fines distributed to counties or municipalities under s. 316.0083(1)(b)3. or s. 318.18(16)(a), must be deposited into the fine and forfeiture fund to be used exclusively for clerk court-related functions, as provided in s. 28.35(3)(a).

History.—s. 38, ch. 2003-402; s. 25, ch. 2004-265; s. 12, ch. 2005-236; s. 5, ch. 2009-204; s. 5, ch. 2012-100; s. 8, ch. 2013-44; s. 5, ch. 2017-126; s. 4, ch. 2019-58; s. 7, ch. 2021-116; s. 4, ch. 2023-284; s. 21, ch. 2024-57.

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