

**SUPPORT SERVICES COMMITTEE**  
**COUNTY ATTORNEY AGENDA**  
**JUNE 22, 2016**

*Committee Members: Supervisors Vanselow, Frasier, McDevitt, Wood, Brock, Seeber, Montesi, and Leggett*

- I. Committee meeting called to order by Chairman
- II. Motion to approve the minutes of the prior meeting
- III. Action Agenda/New Business Items:
  - 1.) Resolution Request - To update computer software with Amicus and request a source of funding for unbudgeted amount of \$2,395.20 AND to increase budget for contracted legal services \$50,000.
  - 2.) Request for Executive Session to discuss Universal Settlement Litigation.
- IV. Referrals/Pending Items:

None.
- V. Discussion Items:

None.
- VI. Privilege of the Floor to discuss any additional items to come before the Committee
- VII. Motion to adjourn

Attachments:  
Form 10

**RESOLUTION REQUEST FORM NO. 10**

***Request for Transfer of Funds***

**TO:** AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

**DEPARTMENT NAME:**  
1420 Law (County Attorney)

**SIGNED:** 

**DATE:** 6/16/2016

**FROM CODE      TITLE                      TO CODE      TITLE      AMOUNT**

**Please state reason for transfers requested:**

**CONTINGENT FUND TRANSFER REQUESTS**

<b><u>FROM CODE</u></b>	<b><u>TITLE</u></b>	<b><u>TO CODE</u></b>	<b><u>TITLE</u></b>	<b><u>AMOUNT</u></b>
A.1990 469	Contingent Account- Other Payments/Contributions	A.1420 428 A.1420 440	Data Processing & Internet Fees Legal/Transcript Fees	2400.00 50,000.00

**Please state reason for transfer request:**

- 1.) Our Client Management Software has been exhibiting consistent dysfunction and our support recommends upgrading to the newest version to eliminate unexplained errors and missing data. If we update now, we can take advantage of the current 25% off discount.
- 2.) Contracted legal fees far exceed budgeted amounts and our projections show a substantial shortage.

**Please file original request with Clerk of the Board and retain copy for your records.**

<b>Law Firm</b>	<b>Matter</b>	<b>2015</b>	<b>YTD 2016</b>	<b>Projected shortage</b>	
Bartlett Pontiff	Cogen	\$ 14,693.75	\$ 5,496.00	\$ 9,197.75	Same as last year
Bartlett Pontiff	Labor Relations	16,281.39	18,936.00	26,250.00	Per contract
Lemire Johnson	Litigation	31,323.31	830.00	14,831.65	1/2 of last year
<b>Total</b>		\$ 64,313.45	\$ 25,262.00	\$ 50,279.40	



# QUOTE

June 06, 2016

**Prepared for:**  
David Kenyon (External IT)  
Warren County Attorney's Office  
1340 State Route 9  
Warren County Municipal Center  
Lake George, New York 12845-9803  
USA

**Prepared by:**  
Mike Campbell  
Practice Management Advisor  
**Gavel & Gown Software Inc.**  
*Developers of Amicus Attorney - the world's leading  
Practice Management Software for lawyers*  
www.amicusattorney.com  
T: 1 800 472 2289 ext 243 ext. 243  
E: mcampbell@amicusattorney.com

Dear David,

Amicus Quote # **QUO-09292-Z2F5X6**

Thank you for asking us to give you a proposal for an Amicus solution. We are pleased to set out for you details on the products and services that you asked us about.

### Products

Product Description	Qty Ordered	Unit Price	Customer Discount	Extended Price
Upgrade to Amicus Attorney Small Firm 2016 License	6	\$499.00	20.00%	\$2,395.20
				<b>Subtotal</b> \$2,395.20
				<b>Savings</b> \$598.80
				<b>Total</b> \$2,395.20
				<b>Grand Total</b> \$2,395.20

All prices are in US Dollars

### Summary

The above Amicus solution will provide Warren County Attorney's Office with a terrific improvement to your practice, at the best possible value. The discounts that we have offered you provide a total savings of **\$598.80**

The pricing in this proposal is in effect until **June 30, 2016**. All prices are in US dollars. Please note that local taxes would be your responsibility. The use of all software referred to in this quote is subject to the terms of its License Agreement.

Please do not hesitate to contact me if you have any questions. I look forward to hearing from you.

Sincerely,

Mike Campbell  
Practice Management Advisor  
**Amicus Attorney**  
*Developers of Amicus Attorney - the world's leading Practice Management Software for lawyers*  
T: 1 800 472 2289 ext 243 ext. 243  
E: mcampbell@amicusattorney.com