

CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY
SERVICES COMMITTEE MEETING
ASSIGNED COUNSEL AGENDA
May 21, 2024

COMMITTEE MEMBERS: Supervisors GERACI, Conover, Maday, Strainer, Gilligan, Driscoll and Etu - *Chair of the Board shall serve as an Ex-Officio member when needed in accordance with Section C (4) of the Rules of the Board*

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Privilege of the floor and public comment
- IV. Action Agenda/New Business Items:
 1. Request: Approve change order to add 10 additional Laserfiche Licenses to utilize with our 18 B billing software

Rationale: To have the licenses on reserve and ready to use when new members to the panel are added.
 2. Request: Increase revenue budget by \$25,106.00.

Rationale: Reflect carryover money from 2023 that is available in Distribution 13.
- V. Discussion Items: 2023 Total Reimbursement for 18 B Increase
HH Contract End Date March 2023
Next Transition Assigned Counsel Administrator
- VI. Referrals/Pending Items:
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

Attachments:

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Assigned Counsel

DATE: 5/9/2024

- (a) Purpose of Contract Change: **Add 10 additional licenses to the contract**
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:
- (c) Name of Contractor: **Community Development Solutions (Formerly General Codes CMS LLC)**
- (d) Address of Contractor: **781 Elmgrove Road, Rochester, NY 14624**
- (e) Contractor's Contact Person and Telephone Number: **Liz Mistretta
(585).705- 7412**
- (f) Commencement Date of Extension:
- (g) Termination Date of Extension:
- (h) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: **A 1170 4202 470****

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

*as listed in budget and LOGOS



781 Elm Grove Rd. • Rochester, NY 14624
(855) GEN-CODE • (585) 328-1810
FAX (585) 328-8189

CHANGE ORDER #WA4128_05022024
LASERFICHE AVANTE SYSTEM – ADDITIONAL PRODUCT

Client Name: Warren County
Address: 1340 St. Rte. 9
Lake George, NY 12845

Contact Person: Julie Garcia
Account Executive: Liz Mistretta
Date: 05-02-2024

Line Item Description	Model #	Quantity	Unit Price	Total
Self-Hosted				
*Laserfiche Participant Users - 10-199 Tier	JSPAR	10	\$110.00	\$1,100.00
Self-Hosted Subtotal				\$1,100.00
Professional Services				
Remote Services		1	\$500.00	\$500.00
Professional Services Subtotal				\$500.00
Grand Total				\$1,600.00

**This contract covers 10 licenses that can be activated as Warren County notifies ICC-CDS. Upon notification, ICC-CDS will invoice Warren County for the licenses activated. This contract will expire 1 year from signature date. ICC-CDS cannot guarantee pricing past July 2025 due to potential annual increases. Licenses will be billed at the price at time of activation. (This could be up to 5% increase.)*

LSAP/SAAS fees shown herein are for a full year LSAP/SAAS. As applicable, LSAP/SAAS will be prorated to align with the existing LSAP/SAAS anniversary date for the main system. Therefore, the LSAP/SAAS amount on your invoice may be less than the amount shown here. Note: Prices subject to change. Plan for a 5% YOY cost increase to all Laserfiche models.

Remote Services include but are not necessarily limited to the following services: software order processing; project management; software implementation such as modification of server to reflect new license levels; installation or modification of server; client or scanning software; installation and/or configuration of add-on products, such as Weblink, Quick Fields or Workflow and configuration of hardware, such as scanners.

LSAP/SAAS: 2nd year forward for this component is estimated to be: \$1,100.00 *
**subject to change based upon the then-current support prices for that year*

Payment Terms: Billed as licenses are activated.

Price Validity: Price is valid for 90 days from 05-02-2024

(Client please fill out) Invoice for this Change Order to be sent to: Email: _____

Department: _____ **Contact:** _____

CHANGE ORDER

This Change Order is subject to ICC Community Development Solutions Terms & Conditions and to the License Agreements for the software referred to above, all of which are available at <https://icc-cds.com/terms-conditions/> and are incorporated herein by reference, and client authorizes ICC-CDS to proceed with the project.

The prices and specifications in this Change Order are satisfactory and are hereby accepted. All work is to be performed under the same terms and conditions as specified in the original contract unless otherwise specified.

WARREN COUNTY, NEW YORK

Signature _____ Date _____

Name _____ Title _____

CHANGE ORDER

APPENDIX A – RECOMMENDED SERVER/WORKSTATION SPECIFICATIONS

Please click on the below links to view current specifications:

[Laserfiche Avante Minimum Recommended Hardware Specs](#)

[Laserfiche Default Ports](#)

[Virtualization Considerations for Laserfiche](#)

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: Assigned Counsel

DATE: 5/13/2024

(a) Purpose of Amendment:

Increase revenue budget by \$25,106.00 to reflect carryover money from 2023 that is available in Distribution 13.

(b) Appropriation Code, Object Code, Full Title and Amount:

1170.4209 220 Office Equipment	\$1400.00
1170.4209 437 Consulting Fees	\$8706.00
1170.4209 470 Contract	\$15,000.00

(c) Revenue Code (with title), and Amount:

A.1170.4209 3045 Distribution 13