

CAPITAL IMPROVEMENT PROGRAM
City of Missoula CIP Project Request/Update Form FY 2022 - 2026

Department Listing		New or Update	Required	Delay	Project Title	
1	of 1	Update	Is this project Required?	Can project be delayed?	Case Management Database Procurement	
Project Rating	Department		Yes	No		
	Central Services					
Required	Attorney	Is the project APPROVED for Fiscal Year 2022?			FUNDED?	

Summary Description and rationale of project and funding sources:

FY 2021 approved and funded CIP

History & Current Status: Impact if Cancelled or Delayed

Project is not complete, procurement continues. See attachment with project update.

Are there any site requirements/ Potentially Affected Interest (PAI) Coordination:

None

How is this project going to be funded:							
Funding Source			Yr. 1. budget	Unappropriated subsequent years			
			FY2022	FY2023	FY2024	FY2025	FY2026
Debt Service			143,800				
Impact Fees							
Type	Approval	Date	Amount				
			\$ 143,800	\$ -	\$ -	\$ -	\$ -

How is this project going to be spent:							
Budgeted Funds	Accounting Code	Prior Year Expenses	FY2022	FY2023	FY2024	FY2025	FY2026
A. Land		-					
B. Buildings		-					
C. Improvements		-					
D. Machinery & Equipment	4013.390.411120.930.211	-	143,800				
E. Percent for Art?	No	-	-				
Total		-	143,800	-	-	-	-

History of project and amount left yet to expend			
Total Funded to date	Exps through FY20	FY21 Exps	Amount yet to expend
\$ 115,000.00	\$ -	\$ -	\$ 115,000.00

A voluntary contract termination occurred with original vendor. Vendor agreed to return all funds paid to date. Procurement is ongoing.

	Is this equipment prioritized on an equipment replacement schedule?	No
	Is there going to be ongoing Operating and/or Maintenance costs upon completion of the project?	Yes

(account for operational savings and/or reduction in current budget of previous operating/maintenance charges)							
Expense Object	Accounting Code		FY2022	FY2023	FY2024	FY2025	FY2026
A Personnel	1000.270.411125.120		5,886				
B Supplies							
C Purchased Services	1000.270.411125.360		35,500				
D Fixed Charges							
E Capital Outlay							
F Debt Service	4060.390.490504.610			26,305	52,610	52,610	26,305
G (Operational Savings)	1000.270.411125.360		(22,400)				
Total			18,986	26,305	52,610	52,610	26,305

NOTE: Approval of the CIP does not indicate approval of the ongoing operating and maintenance costs. Those costs must be submitted as a "New Request" in the regular budget process. This will ensure the coordination exists between the CIP and the new request

Description of additional operating budget impact:

Responsible Person:	Responsible Department:	Date Submitted to Finance	Today's Date and Time	Preparer's Initials
Kelleen Roseboom	Attorney	5/27/2021	5/27/2021	KMR



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July 2, 2021

TO: Budget Committee of the Whole

RE: CIP update / Legal Case Management System

In the Fiscal Year 2021 budget, Council approved a CIP project to fund a replacement legal case management system (LCMS) for the City Attorney's Office (CAO). The CAO's LCMS, Justware, was scheduled to sunset support and upgrades on June 30, 2021. In October 2020 a contract was entered into with Karpel Solutions for PbK LCMS. The project kicked off in November 2020.

CAO prosecution services is paperless and the LCMS is critical for access to all active and closed files and managing significant automated workflow. After extensive time and effort it was determined that PbK was unable to provide the services and functionalities as represented to CAO during procurement. The parties reached an agreement to voluntarily terminate the contract. Karpel refunded all monies paid by the City of Missoula.

CAO issued an RFP on June 10, 2021. The RFP emphasizes functions necessary that were found insufficient in PbK by Karpel. The RFP closes on July 16, 2021.