Agenda Item #: 3Q1

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM SUMMARY

Meeting Date:	October 7, 2025	[X] []	Consent Ordinance	[]	Regular Public Hearing
Department:	CRIMINAL JUSTICE (COMMISS	SION		
Submitted For:	CRIMINAL JUSTICE (COMMISS	SION		

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: First Amendment to the Memorandum of Understanding (MOU) (R2022-1293) with the Clerk of the Circuit Court and Comptroller (Clerk) for maintenance costs and software modifications extending the current and final renewal term from October 31, 2025 through September 30, 2026 and increases the contract amount by \$3,582 for a not to exceed amount of \$16,728.

Summary: As part of the existing grant initiative, PBC contracted with Uptrust, Inc. to provide a court date reminder system for criminal court defendants in the Fifteenth Judicial Circuit, Palm Beach County, Florida. The Clerk has an agreement with Equivant for software maintenance, modification, and system support for Showcase, the court case maintenance system utilized by the Clerk. In 2018, Equivant developed software for the benefit of the Criminal Justice Commission (CJC) and its use of the Uptrust Automated Messaging Interface with Showcase. Through the current period, PBC has reimbursed the Clerk for work performed by Equivant to develop software related to this system and annual maintenance fees. PBC desires to extend the current and final renewal term to September 30, 2026, and increase the contract amount by \$3,582 for reimbursement of software maintenance fees. The County Administrator executed this MOU, which did not substantially change the scope of work, or terms and conditions of the Agreement, after approval of legal sufficiency by the County Attorney's Office and within budgeted allocations, pursuant to the delegated authority granted through R2022-1293 on November 1, 2022, and in accordance with County PPM CW-O-051. All delegated contracts, agreements, and grants must be submitted by the initiating department to the Board of County Commissioners (BCC) as a receive and file agenda item. Countywide (JBR)

Background and Justification: The above-referenced Amended MOU supports the work of the SJC initiative. PBC was one (1) of 20 agencies selected out of 191 applicants from across the country to participate in this initiative. In 2017, PBC through the CJC was awarded a \$2M SJC grant (R2017-1709). Additional SJC awards include \$1.4M in 2019 for renewal grant funding (R2020-0484; R2020-0485), \$875,000 sustainability grant funding in 2023 (R2023-0953), and \$234,000 in capstone grant funding in 2024 to continue SJC efforts (R2025-0099). This grant funding has been used to 1) reduce local jail populations without compromising public safety, and 2) identify and reduce jail population disparities. The court date reminder system addresses the SJC strategy to reduce the number of defendants admitted to the PBC jail for a failure to appear (FTA) in court. Since the inception of the court date reminder system, the number of monthly FTA jail admissions has decreased by 41% from 296 in November 2018 to 174 in June 2025.

Attachment:							
1) First Amendment	to the MOI	J with t	he Clerl	< (3)			
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Recommended by:

Department Director

Deputy County Administrator

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Approved by:

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2026	2027	2028	2029	2030
Personal Services					
Operating Costs	\$3,582				
Grants & Aids					
External Revenues	(3,582)	***			
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	\$0				
#ADDITIONAL FTE					
POSITIONS (CUMULATIVE)					

Operating Costs	\$3,582			
Grants & Aids				
External Revenues	(3,582)			
Program Income (County)				
In-Kind Match (County)				
NET FISCAL IMPACT	\$0			
#ADDITIONAL FTE				
POSITIONS (CUMULATIVE)				
Is Item Included In Current Budget Is this item using Federal Funds? Is this item using State Funds? Budget Account Exp No: Fund 15 Rev No: Fund 15 B. Recommended Sources of Fund: 1515 MacArthur Found Department: 762 — Criminal Unit: 7742 — MacArthur Four	Yes Yes 15 Dept. 762 Unit 515 Dept. 762 Unit Funds/Summary dation's Safety and Justice Comm Gra	No X No X 7742 Obj. 3401 Province Rev. 6694 of Fiscal Impact: Justice Challenge		<u>25</u>
Departmental Fiscal Reviev	v:	Digitally signed by Maria DN: DC=org, DC=pbcgc Enterprise, OU=PSD, O CN=Marianeta Diaz, E= pbc.gov Date: 2025.08,19 15:14	ov, OU≕ U≕Users, MDiaz@	`
A. OFMB Fiscal and/or Contra ASDUAL 8/2 OFMB OFMB	ct Dev. And Contr	Mul	Dev. & Control	My 8/28/25
B. Legal Sufficiency	28 BJ			
Assistant County Attorney	<u> </u>			
C. Other Department Review				

Department Director

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

ATTACHMENT 1

FIRST AMENDMENT TO MEMORANDUM OF UNDERSTANDING

This First Amendment to Memorandum of Understanding ("Amended MOU") is made as of the // day of // 2025, by and between the Clerk of the Circuit Court & Comptroller, Palm Beach County, ("CLERK"), and Palm Beach County, a Political Subdivision of the State of Florida, by and through its Board of Commissioners (the "COUNTY"). CLERK and COUNTY are hereinafter referred to collectively as "the Parties."

RECITALS

WHEREAS, under its 2018 agreement with the CLERK, EQUIVANT developed software for the benefit of the COUNTY's Criminal Justice Commission and its use of the Uptrust Automated Messaging Interface within the Showcase system (the "Interface"); and

WHEREAS, so that the CLERK could process a Quote from EQUIVANT to develop a software enhancement to the Interface, the CLERK and the COUNTY entered into a Memorandum of Understanding on November 1, 2022 (R2022-1293) ("MOU"), which provided for two automatic one (1)-year renewal terms that will end on October 31, 2025; and

WHEREAS, the MOU provided that the COUNTY would reimburse the CLERK for the software enhancement to the Interface, and for maintenance of the software through the expiration of the final renewal term; and

WHEREAS, the COUNTY has extended its agreement with Uptrust through September 30, 2026, and desires to amend the MOU to extend the current and final renewal term to provide for reimbursement of software maintenance fees through September 30, 2026; and

WHEREAS, to effect the extension and additional reimbursement costs that the COUNTY must pay the CLERK, the Parties desire to amend the MOU in accordance with the terms set forth below.

NOW THEREFORE, IN CONSIDERATION of the mutual covenants, promises and representations contained herein, the Parties agree as follows.

- **I. Recitals.** The foregoing recitals are true and correct and are incorporated herein by reference.
- II. The current renewal period of November 1, 2024 to October 31, 2025 is hereby modified to extend the end date through September 30, 2026.
- III. To provide for the additional cost for software support and maintenance of the interface for the period from November 1, 2025 through September 30, 2026, the COUNTY shall reimburse the CLERK the amount of Three Thousand Five Hundred

Page 1 of 3

Eighty-Two Dollars and Zero Cents (\$3,582.00), See **Exhibit "A,"** Equivant's Support and Maintenance Renewal Notice, attached hereto and incorporated herein.

This Amended MOU contains the entire agreement and understanding and supersedes all prior or contemporaneous agreements with respect to the subject matter herein, whether written or oral, and modifies the MOU to the extent that this Amended MOU is inconsistent with the MOU. To the extent not inconsistent with this Amended MOU, the MOU is ratified and remains in full force and effect.

REMAINDER OF PAGE LEFT BLANK INTENTIONALLY

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this First Amendment to MOU on behalf of the COUNTY and the CLERK has hereunto set its hand the day and year above written.

JOSEPH ABRUZZO CLERK OF THE CIRCUIT COURT & COMPTROLLER

Joseph Abruzzo Aug 6, 2025

Clerk of the Circuit Court & Comptroller

PALM BEACH COUNTY **BOARD OF COUNTY COMMISSIONERS**

BY TODD J. BONLARRON, INTERIM COUNTY ADMINISTRATOR

Todd J. Bonlarton

Interim County Administrator

Palm Beach County

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

Jessica Bober Rosenthal

Asst. County Attorney County Attorney's Office

APPROVED AS TO TERMS AND CONDITIONS

Angelique J. Pickett Executive Director

Criminal Justice Commission

EXHIBIT "A"



Support and Maintenance Renewal Notice

Clerk of the Circuit Court & Comptroller, Palm Beach County

Date:

August 1, 2025

Attn Olivia Stewart

via Stewart Client ID:

PALMBEFL

PO Box 229

West Palm Beach, FL 33402-0229 ostewart@mypalmbeachclerk.com

Software Maintenance Renewal

Support Period: November 1, 2025 through September 30, 2026 - Prorated

<u>Software</u> <u>Annual Amount</u>

Uptrust Automated Messaging Interface

\$3,582.00

Total Maintenance:

\$3,582.00

Includes updates & enhancements, unlimited email & phone support for 11 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

2014 Champions Gateway NW, 3rd Floor Suite 301, Canton, OH 44708-2605 Phone: 330.470.4280 Fax: 330.494.2483