

## **Staff Report**

**Subject:** Renewal of Agreement with i3 Verticals, LLC (dba CJT Software) for the software program for Effingham County Probate Court

**Author:** Danielle Carver, Procurement and Capital Projects Manager

**Department:** Probate Court

**Meeting Date:** December 3, 2024

**Item Description:** Renewal of Agreement with i3 Verticals, LLC (dba CJT Software)

**Summary Recommendation:** Staff recommends renewal of the Agreement with i3 Verticals, LLC (dba CJT Software) for the software program for Effingham County Probate Court

### **Executive Summary/Background:**

- Last year, 2023, we updated the software program for the Effingham County Probate Court. Items included in the new software program are:
  - Case Management
  - Online Marriage and Firearm Applications
  - Caseload Reporting
  - Automatic State mandated updates
  - Data backup and more
- The Effingham County Law Library paid the initial start-up fee of \$25,000.00 and Probate Court is responsible for the \$450.00 monthly fee from their operating budget.
- The initial term of this agreement is for three (3) years and will renew for successive terms of one (1) year unless either party provides written notice with intent not to renew as specified in the agreement.
- This agreement has previously been reviewed and approved to form by the County Attorney.

### **Alternatives for Commission to Consider**

1. Renewal of Agreement with i3 Verticals, LLC (dba CJT Software) for the software program for Effingham County Probate Court
2. Take no action.

**Recommended Alternative:** 1

**Other Alternatives:** 2

**Department Review:** Purchasing, Probate, Finance

**Funding Source:** Probate Operating Budget

**Attachments:**

1. Agreement with i3 Verticals, LLC (dba CJT Software)