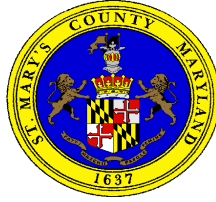


**St. Mary's County Department of
Information Technology**

Robert Kelly, CIO



Commissioners of St. Mary's County

James R. Guy, President
Michael R. Alderson, Jr., Commissioner
Eric S. Colvin, Commissioner
Michael L. Hewitt, Commissioner
Scott R. Ostrow, Commissioner

To: Commissioners of St. Mary's County
David Weiskopf, Interim County Administrator

Date: January 19, 2023

Fr: Robert Kelly, CIO

Re: Prosecutor by Karpel (PBK) - Software Purchase, Informational Memo

Historical/background information

On December 27, 2022 Information Technology was notified that the States Attorney's Office would be including as part of their budget submission - Prosecutor by Karpel's software solution. Follow-up discussions revealed additional hardware (scanners) would also be required to fully incorporate the software into agency operations. Information Technology included the funding request necessary for these purchases in the Information Technology Departments FY2024 Budget Request submitted on January 13, 2023.

St. Mary's County Government central services (County Admin, Finance, Human Resources, Information Technology) met with the States Attorney's Office on January 18, 2023 to identify and support the operations of the office.

Summary information

The procurement of PBK included in the Information Technology FY-2024 Budget Submission would allow the 17-19-month procurement\implementation process to begin in July of 2023 (FY-2024).

Information Technology was tasked with expediting the procurement of this software. The latest proposal received on January 19, 2023 from the States Attorneys Office identifies the One-Time implementation cost including an interface with Maryland Electronic Courts (MDEC), setup and training, and one year of annual support. Also, included in this request is funding for the additional hardware identified in the \$227,950.00 Budget Amendment requesting the funding to be allocated to Information Technology from the Commissioners Reserve Funds.

If approved, Information Technology will adjust its department FY-2024 Budget Request and only request funding for PBK annual maintenance, additional document storage (10 Tb), and equipment lifecycle replacement funding (total estimated \$48,550).