

Summary of the NCTCOG Selection Committee Recommendations: Shared Services Electronic Warrant Payment Services Program

Purpose

The primary objective of this project is to provide local government participants access to this shared service with AllPaid, Inc, (then Government Payment Services, Inc.). The service provides the ability to accept warrant payments electronically between participating entities through the selected vendor. NCTCOG is responsible for negotiating a contract with the vendor on behalf of its members.

Background

During May 2012, NCTCOG was approached by local government representatives to host a meeting to gauge interest within the NCTCOG region for a Shared Services program to electronically accept warrant payments and possibly other court related fees and payments. This program would facilitate the inter-governmental cooperation for the acceptance of warrant payments between entities through the selected vendor. It was determined based on the initial meeting that there was significant interest in such an endeavor and it would be worthwhile for NCTCOG to facilitate with local government subject matter experts (SME's) participating in the procurement process.

A selection committee was established, through a volunteer sign-up sheet at the interest meeting, to develop and evaluate a Request for Proposals (RFP). The selection committee participants were all subject matter experts in jail and court administration and represented various sized entities from throughout the region. The selection committee along with NCTCOG staff drafted a RFP to that addresses the needs for this program.

The NCTCOG Electronic Warrant Payment (EWP) Services Program Selection Committee met on Wednesday, October 3, 2012 to make a recommendation on the service provider of choice for the RFP. Three proposals were received in response to the RFP. These three proposals were scored by the selection committee. After careful consideration, the selection committee was in agreement to recommend AllPaid, Inc., then Government Payment Services, Inc (GPN) to be the service provider for the Electronic Warrant Payment Services Program. The selection committee recommendation to contract with AllPaid was then approved by the NCTCOG Executive Board at the October 2012 Board meeting.

Project Implementation

An implementation team was formed consisting of five cities for the Phase I (Pilot Group). Meetings were held with Pilot Group representatives to keep the project on schedule and ensure that all of the operational needs of the group were met. Once the Pilot Group completes their respective implementation of GPN and a period of time has elapsed to assess operations then the project will move

forward with Phase II. Phase II will include anywhere from five to ten entities and is anticipated to begin later this year.

Benefits of the Program

The program carries several benefits for those participating. Some of these include

- the program is provided at no cost to the jurisdictions;
- minimized jail time, cost, and risk associated with prisoner transfers/detention;
- minimized administrative costs by utilizing AllPaid to accept and administer the process;
- reduction of city overhead concerning checks, envelopes, time and mailing, among other expenses;
- the process is “hands-off” for the participants;
- GPN has 24/7 customer services;
- payments are made directly from the vendor to the jurisdiction;
- it is easy to join the program through an Interlocal Agreement with NCTCOG.

User Outcome

This program provides not only a benefit to the jurisdiction, but also to the user, who will have the added convenience of paying warrants and fees. With this program users will:

- be able to pay outstanding warrants and fees for other jurisdictions, eliminating the need to be transferred;
- be able to utilize electronic payment via the website or 1-800 number;
- be charged a 5% service charge using a chard card from one of the four major card types.

Participation

Each of the participating entities will provide a signed Interlocal Agreement prior to their participation. Each participating entity will also sign the standard engagement letter. The resulting terms and conditions of this contract are reflected in the Interlocal Agreements. Please see Exhibit A for a visual demonstration of the contract relationship.

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Exhibit A:

