



**COMMISSIONERS COURT
COMMUNICATION**

COURT ORDER NUMBER 145661

PAGE 1 OF 11

DATE: 8/5/2025

**SUBJECT: CONSIDERATION OF AMENDMENT - GOVOS, INC. - REMOTE
MARRIAGE APPLICATION SUBSCRIPTION AGREEMENT - COUNTY
CLERK'S OFFICE**

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve amendment of Remote Marriage Application Subscription Agreement, for the County Clerk's Office, with GovOS, Inc.

BACKGROUND

On July 5, 2022, the Commissioners Court, through Court Order #138524, approved GovOS, Inc. as the sole source for Remote Marriage Application Subscription Agreement.

On September 5, 2023, the Commissioners Court, through Court Order #141663, approved the first renewal option.

On October 15, 2024, the Commissioners Court, through Court Order #144112, approved the second renewal option.

On July 1, 2025, the Commissioners Court, through Court Order #145512, approved the third renewal option.

The proposed amendment allows for Catalis, Tarrant County's payment processing vendor, to update its interface to enable payment integration and transmit approval information to CountyFusion. GovOS, Inc. will perform the necessary custom development, testing, and coordination to support payment integration in the Remote Marriage Application by connecting to the nCourt/Catalis API. This will result in a reduction of the annual subscription fee from \$81,421.50 to \$68,000.00 and a \$20.00 fee charged to applicants.

FISCAL IMPACT

Expenses for the last twelve (12) months were \$81,421.50. Funding in the amount of \$68,000.00 is available in account 21100-2025 Records Preservation/Automation/4820201000 Vital Records/ 578025 Software Maintenance and Licenses.

SUBMITTED BY	Purchasing	PREPARED BY:	Emily Salter, CPPB
		APPROVED BY:	Christopher Lax, CPSM, CPSD, CPCP

Proposed on: 2025-05-29

Online Service Applications Renewal Tarrant County, Texas (for the benefit of the Tarrant County Clerk)

Prepared for:

Mary Louise Nicholson

Tarrant County, Texas (for the benefit of the Tarrant County Clerk)
100 W. Weatherford,
Ft. Worth, Texas, 76102



8310 N. Capital of Texas Hwy.
Bldg. 2, Ste. 250, Austin, TX 78731

www.GovOS.com



Pricing Summary

Name	QTY	Price
Remote Marriage Licensing GO-PR-OSA-SW-RML-SB	1	\$68,000.00
Integrable Payment Gateway - Implementation GO-PSAPI-PAY-SWI-INTPGIMPL-IMPL	1	\$0.00

First Year Annual Contract Value: \$68,000.00

One-time implementation fees: \$0.00

Additional Comments:

Remote Marriage End User fee: \$20 per license paid by user, which fee shall be retained by GovOS.

Billing Frequency: Annual

Payment Gateway Implementation

Customer's Credit Card vendor, Catalis, is making changes to their current Credit Card interface. The requirement is to offer payment within the Studio application and pass the approval to CountyFusion.

These changes require custom development and testing to be conducted by GovOS to continue day-to-day operations for Customer.

For the sake of providing clarity, the parties acknowledge that all work performed in relation to Payment Gateway Implementation will be performed by Catalis at no cost to Customer.

Scope of Work:

Using the specifications provided by Customer's vendor, Catalis, the GovOS team will update the custom interface in the Remote Marriage Application, calling the nCourt/Catalis credit card API to collect credit card information and process the payment. The approve/decline information will be passed back to the Remote Marriage Application which will pass the payment amount and approval ID to CountyFusion.

This customer integration includes development hours, coordination, testing, oversight and quality assurance.

The GovOS team will interface with the Project Coordinator and any required resources from Customer to clarify requirements and conduct testing.

Timeline:

All dates, sequencing, and deliverables are indicative only and will be refined jointly once the project backlog and resourcing are finalized.

Proposal Execution ("T0") – Kick-off & Requirements Framing

- Introductory session between Tarrant PM and Catalis PM
- Confirm high-level objectives, success criteria, and communication cadence
- Identify key stakeholders and capture an initial backlog outline*



T0 through approximately Week 4 — Discovery & Solution Blueprint

- Facilitated workshops to document functional and non-functional needs
- Draft architecture sketch, integration points, and risk register
- Establish definition-of-done, acceptance approach, and tooling preferences*

Approximately Weeks 5-12 — Iterative Build & Internal Verification

Target check-in: 1 September

- Time-boxed development sprints with regular working demos
- Ongoing backlog grooming and reprioritization as insights surface
- Early alignment on data-migration strategy*

Approximately Weeks 13-20 — System / Integration Testing & User Feedback

Target check-in: 1 November

- Combined functional, integration, and security test cycles
- Issue triage, remediation, and regression testing
- Preliminary user-acceptance sessions to surface usability gaps*

Approximately Weeks 21-24 — Deployment Planning & Pilot Readiness

Target check-in: 1 December

- Draft cut-over run-book, rollback approach, and training outline
- Environment-to-environment promotion plan
- Agreement in principle on Go/No-Go criteria*

Post-December Review — Production Roll-out (Go-Live Window)

- Final data migrations and smoke testing
- Controlled release to production (exact date set closer to go-live)
- Hyper-care and incident triage for roughly ten business days*

Within 30 Days of Go-Live — Project Close-out & Transition

- Lessons-learned and KPI review
- Formal acceptance sign-off
- Handover of project artefacts, administrative credentials, and support contacts*

**Activities listed are representative, not exhaustive; actual scope, sequencing, and durations will evolve as the detailed project plan is co-developed.*

Acceptance of Deliverables:

Upon completion, GovOS shall notify Customer in writing that the deliverables are ready for review and acceptance ("**Delivery Notice**"). Customer shall have a period of five (5) business days from receipt of the Delivery Notice to test and either accept or reject the deliverables in writing, specifying in detail any material non-conformities with the requirements set forth herein ("**Acceptance Period**").

If Customer fails to respond within the Acceptance Period, the deliverables shall be deemed accepted in all respects. If Customer timely notifies GovOS of any material non-conformities, GovOS shall use commercially reasonable efforts to correct the non-conformities and re-deliver the affected deliverables, in which case the Acceptance Period shall restart upon such re-delivery.

Acceptance shall not be unreasonably withheld or delayed, and any use of the deliverables in a production environment or for live operations shall constitute immediate and irrevocable acceptance.



Proposal Terms

General Information

Expiration of Proposal:	Without acceptance of this proposal (this " Proposal "), pricing provided herein is good until 2025-07-15. After said date, if not accepted, this Proposal shall be void.
Defined Terms:	<ul style="list-style-type: none">• "Agreement" means the Existing Contract, amendments thereto.• "Customer" means the "Customer" identified below.• "Effective Date" means the date this Proposal is signed by Customer.• "Existing Contract" means the "Master Contract" described below, including amendments thereto.• "Predecessor" means GovOS's predecessor-in-interest that is a party to the Existing Contract.• "Services" means the GovOS solutions provided pursuant to this Proposal.• "Term" shall mean the term that the Existing Services and/or New Services (as applicable) shall be provided to Customer hereunder.

Customer Information

Organization Name	Tarrant County, Texas (for the benefit of the Tarrant County Clerk)
Primary Address	100 W. Weatherford Ft. Worth, Texas, 76102
Primary Contact Name	Mary Louise Nicholson
Primary Contact Email	mInicholson@tarrantcounty.com

Existing Contract Information

Title of Master Contract:	The title of the Existing Contract or Proposal # is: Remote Marriage Application Subscription Agreement made effective as of July 5, 2022.
Expiration Date of Master Contract:	2025-06-30 (the " Expiration Date ")



Amendment(s) to Existing Contract

Contract Extension Period:	Number of Month(s): 12
	Beginning the day following the "Expiration Date" indicated above (the " Extension Period "). For the sake of providing clarity, the Extension Period will end on 2026-06-30. For the sake of providing clarity, the parties acknowledge that upon extension, all terms of the Existing Contract are extended for the duration of the Extension Period.
Hardware:	If, prior to the Effective Date (indicated above), GovOS or its Predecessor provided hardware and/or maintenance services associated with the same to Customer, then following the Effective Date Customer will be solely responsible to maintain an adequate technical environment to utilize the Services including providing and maintaining any necessary hardware and equipment to meet the Services' requirements. Upon request, GovOS will identify hardware requirements and recommend hardware and equipment that meets Services requirements. Additionally, GovOS hereby conveys to Customer title and ownership "as is" and "where is" to any and all hardware and equipment previously provided to Customer under the Existing Agreement. GovOs makes no representations and disclaims any and all warranties with respect to such hardware or equipment.

Financial Terms

Fees:	Fees for the Services during the Term shall be at the rates indicated on the Pricing Summary page (the " Fees ") and are non-refundable once paid.
Payment Terms:	<ul style="list-style-type: none">• Fees for the Services provided during initial Term (not including the Fees described below) are due upon acceptance of this Proposal (subject to compliance with the Texas Prompt Payment Act). Unless otherwise indicated on the Pricing Summary page, annual Fees shall be invoiced and pre-paid prior to each anniversary of the Expiration Date, subject to timely approval of the renewal term by Tarrant County Commissioners Court.• Per transaction/document/image Fees are invoiced on a monthly basis.• Implementation Fees will be billed upon completion and delivery of the associated Services. <p>All invoices are due net thirty (30) days of the invoice date, subject to prompt payment laws applicable to transactions with Customer. If there is a conflict between these payment terms and applicable law, then these payment terms will conform with such laws.</p>
Annual Fee Increase:	On each anniversary date of the Agreement, the Fees will be increased by 3% based on the prior year's Fees.



Collection Costs; Suspension of Services:

Customer shall reimburse GovOS for all reasonable costs incurred by GovOS in collecting any late payments or interest, including attorney fees, court costs, and collection agency fees; and if such failure continues for thirty (30) days or more, GovOS may suspend Customer's and its Authorized Users' access to any portion or all of the Services until such amounts are paid in full.

Billing Details

Billing Contact Name

Billing Contact Email

Billing Contact Phone

Invoice Delivery Method

Email/Electronic

Preferred Payment Method

Check



Proposal Acceptance


Proposal #: 006VV00000CE403YAD

By signing below, Customer and GovOS accept this Proposal and agree that it shall be subject to the Existing Contract.

Customer Signature

_____ Signature of Authorized Representative	_____ Title	_____ Date
----------------------------------------------------	----------------	---------------

GovOS Signature

 _____ Signature of Authorized GovOS Representative	_____ COO & CFO Title	_____ 8/1/25 Date
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SIGNED AND EXECUTED this _____ day of _____, 2025.

**COUNTY OF TARRANT
STATE OF TEXAS**

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

Kimberly Colliet Wesley
Criminal District Attorney's Office*

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

CERTIFICATION OF FUNDS IN THE AMOUNT OF \$ _____

_____ Date: _____
Auditor



TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Consideration of Amendment - GovOS, Inc. - Remote Marriage Application Subscription Agreement - County Clerk's Office

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: SHORT TIA or FULL TIA. Circle one after answering the questions in Sections II and III below.

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution, or order.

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation, or dedication of real property?

Yes _____ No √

2. Does the county action limit or restrict a real property right, even partially, or temporarily?

Yes _____ No √

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.



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SUBMITTED BY	Purchasing	PREPARED BY:	Emily Salter, CPPB
		APPROVED BY:	Christopher Lax, CPSM, CPSD, CPCP

Proposed on: 2025-05-28

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Billing Details

Billing Contact Name	
Billing Contact Email	
Billing Contact Phone	

Invoice Delivery Method	Email/Electronic
Preferred Payment Method	Check



Proposal Acceptance

Proposal #: 006VV00000CE403YAD

By signing below, Customer and GovOS accept this Proposal and agree that it shall be subject to the Existing Contract.


Customer Signature

Signature of Authorized
Representative

Title

Date

GovOS Signature



Signature of Authorized GovOS
Representative

COO & CFO

Title

8/1/25

Date

SIGNED AND EXECUTED this _____ day of _____, 2025.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

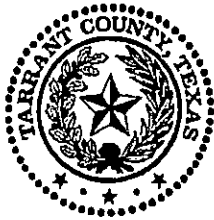
APPROVED AS TO FORM:

Kimberly Colliet Wesley
Criminal District Attorney's Office*

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

CERTIFICATION OF FUNDS IN THE AMOUNT OF \$ \$68,000

Kimberly M Buchanan Date: 8/11/25
Auditor



TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Consideration of Amendment - GovOS, Inc. - Remote Marriage Application Subscription Agreement - County Clerk's Office

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: SHORT TIA or FULL TIA. Circle one after answering the questions in Sections II and III below.

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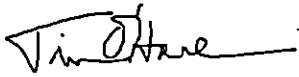
Yes _____ No √

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

Consideration of Amendment - GovOS, Inc. - Remote Marriage Application Subscription Agreement - County Clerk's Office

SIGNED AND EXECUTED this 5 day of August, 2025.

**COUNTY OF TARRANT
STATE OF TEXAS**

A handwritten signature in black ink that reads "Tim O'Hare". The signature is written in a cursive style with a horizontal line extending to the right.

Tim O'Hare
County Judge
8/8/2025