

**FY21 Municipal Court Automation
Not-to-Exceed (NTE) Reimbursement Amounts – June 2020**

Due to the continued decline in automation funds, hardware & software purchases in excess of \$500 and all new/added services will need to go through an additional approval step prior to reimbursement: evaluation by the Automation Committee for eligibility. Use the Application for Reimbursement form to submit your request.

Reimbursements in the categories below will be subject to the maximum amounts listed. These amounts are based on prior purchases made by New Mexico municipal courts, adjusted for current pricing trends. They are intended to cover the majority of needs in New Mexico municipal courts. If your court has a need in excess of these amounts you may provide justification for the additional amount during the application process.

Recurring service for IT, copier, Internet, and telecom costs (existing contracts) will continue to be reimbursed without any additional approval, but will be subject to the NTE amounts listed below. New service or upgrades will need to be requested via the Application for Reimbursement form.

Don't hesitate to contact us with questions or for help finding products that meet these requirements.

Email: muni@nmcourts.gov

Server or court share of city-wide server (over 5 users)	\$8,000
Server or court share of city-wide server (2-5 users)	\$6,000
Workstation as server (1-2 users)	\$2,000
Desktop PCs (excluding monitor and software)	\$1,000
Laptop PCs (excluding software)	\$1,500
Server setup labor (IT only, not CMS vendor cost)	\$1,800
Computer setup labor (IT only, not CMS vendor cost) per workstation	\$300
Managed IT Services, monthly per "primary" workstation or user	\$75
Combined copier lease and meter costs (all copiers), monthly	\$300
Combined Internet & fax telecom costs, monthly	\$200