



## Michigan Supreme Court

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Milton L. Mack, Jr.  
State Court Administrator

### MEMORANDUM

DATE: June 15, 2016

TO: All Judges  
cc: Court Administrators  
Probate Registers

FROM: Milton L. Mack, Jr.

SUBJECT: E-filing Update

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When I visit with the judges and court administrators across Michigan, one of the most frequent questions I hear is: “What’s up with e-filing?” Here is the latest information.

On January 1, 2016, legislation authorizing and funding e-filing and electronic document management became effective, and beginning on March 1, clerks are now required to collect an e-filing system fee for civil cases commenced in their courts. I’ve shared detailed information about these fees in previous memos available on our e-filing webpage: [courts.mi.gov/efiling](http://courts.mi.gov/efiling). Additional information is available in a [Frequently Asked Questions](#) for courts.

Having dealt with the administrative complexities of getting this fee system up and running, our task now is to tackle the even more complex process of making sure that all of Michigan’s 242 courts can seamlessly connect to a statewide e-filing backbone. In addition, many of those courts may also need electronic document management systems (EDMS) so that e-filed documents can be easily stored, organized, and retrieved.

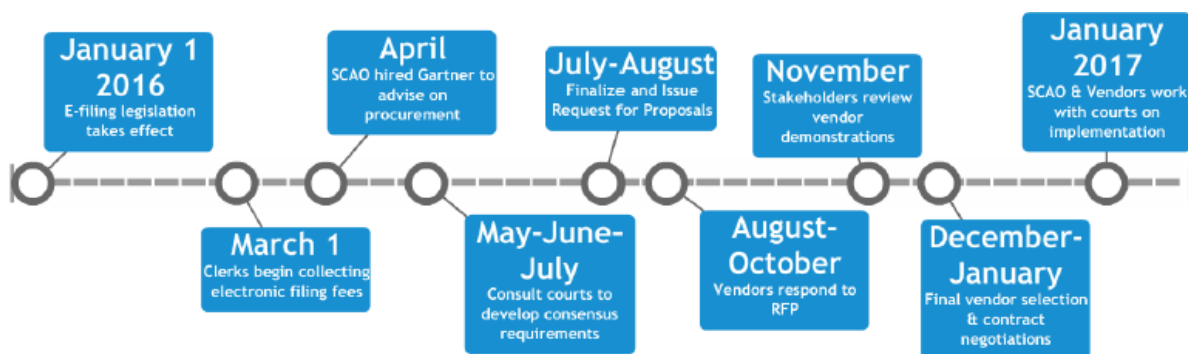
We understand that major governmental technology projects don’t have very good track records of success. In Michigan, our challenge is even greater because every court is different, with different resources and capabilities.

That’s why we selected Gartner, one of the country’s leading technology consulting companies, to help us determine the necessary requirements for a statewide e-filing system and EDMS. Gartner is the only consulting firm with extensive expertise and experience in the design and

implementation of major judicial IT projects including e-filing implementation in courts. Currently, Gartner is helping us draft a request for proposal (RFP). Their expert advisors are currently reaching out to stakeholders across the state to assess system requirements, identify user needs, and better understand expectations. Courts of all sizes and types are being solicited to participate in discussions, focus groups, and workshops so that your needs and expectations are reflected in the RFP. Gartner is also talking to pilot e-filing courts to make sure the statewide system benefits from their knowledge and lessons learned.

Based on extensive interviews and reviews of background documentation, the draft requirements are already taking shape, and we will soon be sharing them with you for comment.

As detailed in the timeline below, we expect to issue the RFP in August and evaluate responses through the fall, including providing an opportunity for courts to view vendor demonstrations in November. Then, we'll select a vendor and negotiate a contract by January 2017. Experts from Gartner will assist throughout this process, and I will be providing regular updates so that you are informed every step of the way.



For those courts that are anxious to get e-filing up and running, this means we won't have an implementation timeline until early next year. That's when the chosen vendor, working together with our team at SCAO, will be working with the courts to develop specific, detailed implementation plans.

This may seem like a slow process but our focus is squarely on getting this project done right. Wherever and whenever we can, we plan to take action as quickly as possible, but not at the expense of implementing a system that works for every court and every filer for the long term.

E-filing is a top priority of both the Michigan Supreme Court and SCAO. We understand the critical implications to the courts in having a statewide e-filing system and EDMS. They provide a landmark opportunity to help courts become more efficient by reducing the need to receive, process, store, and retrieve paper files. At the same time, e-filing will improve service to the public, increase access to courts, and reduce the cost of filing for litigants.

Do not hesitate to contact me if you have any questions or ideas.