



**MEMORANDUM**  
**OFFICE OF THE**  
**PLACER COUNTY CLERK – RECORDER –**  
**REGISTRAR OF VOTERS**

**TO:** Honorable Board of Supervisors  
**FROM:** Jim McCauley, Placer County Clerk – Recorder – Registrar of Voters  
**DATE:** October 10, 2006  
**SUBJECT:** **Approve a Contract Addendum in the amount of \$13,299 with AtPac for an Upgrade to the Latest Version of Clerk-Recorder Imaging Information System (CRIis™) Software, plus Maintenance and Support, and Budget Revision for Reimbursement of Increased Costs from Automation Trust.**

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**Recommendation**

Approve a contract addendum in the amount of \$13,299 with AtPac for an upgrade to the latest version of Clerk-Recorder Imaging Information System (CRIis™) and Cyberscience software, plus maintenance and support, and budget revision for reimbursement of increased costs from Automation Trust.

**Background**

Placer County has had a licensing and maintenance support agreement with AtPac since December of 1995 for its Clerk-Recorder Imaging Information System. This system maintains the Clerk-Recorder's Index, the integrated cashiering system, web access to the Recorder's Index and campaign financing reports, and the actual Clerk-Recorder Imaging System for capturing and maintaining permanent images all indexed documents. The agreement with AtPac has been amended several times since 1995 to reflect updated technologies and requirements. The County continues to use the system on a daily basis.

**Updated System**

AtPac has recently upgraded its software to include the following improvements:

1. Graphical User Interface
2. E-Recording functionality
3. Easier to use
4. Mouse-driven
5. Faster data access for indexing
6. More configurable by administrators to provide users with exactly what screens and menus they need to do their job in the most efficient manner
7. Ability to create and track reject letters to customers.

These software upgrades will improve the functionality of the system for clerks and recorders and potentially for customers.

**Fiscal Impact**

Approving this request will result in a cost increase of approximately \$13,299 for the current fiscal year. With an approved budget revision, this cost will be reimbursed by the Automation Trust Fund.

**Action Requested**

It is therefore recommended that your Board approve the following requested action:

Approve a contract addendum with AtPac authorizing an upgrade to the latest version of Clerk-Recorder Imaging Information System (CRIis™) and Cyberscience software, plus maintenance and support.

Approve a budget revision for reimbursement of increased costs from the Automation Trust Fund.

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**Contract No. 10460**

This is an identified attachment to the Clerk-Recorder Imaging Information System [CRIIS™] License Agreement by and between

Placer County  
C/o Clerk-Recorder Office  
2954 Richardson Drive  
Auburn, CA 95603

as  
Licensee

and

AtPac™  
16700 Iola Way  
Grass Valley, CA 95949

as  
Licensor

**1. Fees, Initial and Annual Fee(s), Other Fees.**

This attachment amends Contract No. 10460 as to the updated version and cost for the Clerk-Recorder Imaging Information System (CRIIS™) software.

The one time costs to upgrade to the latest version of software shall be as follows:

Criis™ 3.X Version upgrade	\$5,500.00, plus applicable sales tax
Cyberscience 7.X Version upgrade	\$3,500.00, plus applicable sales tax.

These fees shall be payable upon Licensee's satisfaction of installation of software upgrades and upon Licensee receiving invoice from Licensor.

The increase to the annual upgraded maintenance and support shall be as follows:

Criis™ 3.X Version upgrade	\$2,400.00, plus applicable sales tax
Cyberscience 7.X Version upgrade	\$1,000.00, plus applicable sales tax.

These fees shall be payable quarterly.

**2. Executed.**

The below names parties execute this addendum to the Clerk-Recorder Imaging Information System [CRIIS™] License Agreement.

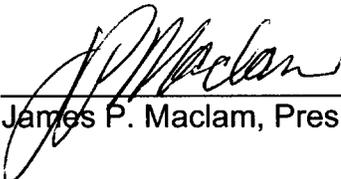
**Contract No. 10460**

Licensee:  
Placer County  
C/o County Clerk-Recorder  
2954 Richardson Drive  
Auburn, CA 95603

\_\_\_\_\_  
Chairman, Placer County Board of Supervisors

\_\_\_\_\_  
Dated:

Licensors:  
AtPac™  
16700 Iola Way  
Grass Valley, CA 95949

  
\_\_\_\_\_  
James P. Maclam, President

*9/29/06*  
\_\_\_\_\_  
Dated:

OCA 370380, PCA 31000, DL3 8254  
(Dept. 07 will do the transfer)

**BUDGET REVISION**

**POST DATE:**

DEPT NO.	DOC TYPE	Total \$ Amount	TOTAL LINES
07 BR		26,598.00	2

Cash Transfer Required  
 Reserve Cancellation Required  
 Establish Reserve Required

Auditor-Controller  
 County Executive  
 Board of Supervisors

ESTIMATED REVENUE ADJUSTMENT										APPROPRIATION ADJUSTMENT											
DEPT NO.	T/C	Rev	Fund	Sub Fund	OCA	PCA	OBJ 3	PROJ.	PROJ. DTL	AMOUNT	DEPT NO.	T/C	Rev	Fund	Sub Fund	OCA	PCA	OBJ 3	PROJ.	PROJ. DTL	AMOUNT
07	006	100	100		000710	00100	8254			13,299.00	07	014	100		000710	00100	2555				13,299.00
<b>TOTAL</b>										13,299.00	<b>TOTAL</b>										13,299.00

REASON FOR REVISION: To increase appropriation for professional services to cover increased costs for software upgrade and services offset by increased Recorder's Automation Fees.

Prepared by: *[Signature]* Ext 5694  
 Department Head: *[Signature]*  
 Board of Supervisors: \_\_\_\_\_

Date: 9/25/06  
 Page: \_\_\_\_\_

Budget Revision # \_\_\_\_\_ FOR INDIVIDUAL DEPT USE

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