



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: June 12, 2007
SUBJECT: Request for Approval of Contract Extension for Licensing and Maintenance of Clerk-Recorder Imaging Information System

Recommendation

Approve one-year contract extension in the amount of \$113,179.20 with AtPac for the Clerk-Recorder Imaging Information System, including software licensing, hardware and software maintenance, web access to the Recorder's Index, and related consulting and support.

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 Clerk-Recorder Imaging Information System on a daily basis, and therefore, a one-year extension of the current contract, which will expire June 30, 2007, is recommended. There is no change in the current annual cost for each of the various system components.

The Clerk-Recorder's Department will discontinue its use of *DocUment Advantage* for the Elections Division effective August 15, 2007. With this change, the few remaining county departments utilizing this component are expected to execute a separate contract(s) with AtPac to continue utilizing the system.

Fiscal Impact

Funds for the requested contract extension are included in the County Clerk-Recorder-Elections budget for FY 2007-08. Additionally, almost all of the costs are reimbursable from Clerk-Recorder fees for automation and micrographics, as provided by State law.

Although there is no change in individual annual component charges, the payment schedule has been revised to include quarterly payments made on a traditional quarterly payment schedule, rather than the existing payment mix of annual, quarterly and monthly payments. This will help streamline payment processing. In addition, the *DocUment Advantage* fees would be paid by the remaining county departments using that system, rather than the Clerk-Recorder's Department.

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. Term.

This attachment supplements and supersedes Contract No. 10460, and all subsequent amendments and additions, as to the term of the contract.

This addendum extends the term of the License to June 30, 2008, unless otherwise terminated as set forth in Section 7.3 of the License Agreement.

2. Fees, Initial and Annual Fee(s), Other Fees.

This attachment supplements and supersedes Contract No. 10460, and all subsequent amendments and additions, as to the fees for licensing, maintenance and other support services for the Clerk-Recorder Imaging Information System during the period of this contract, as extended, except as otherwise noted herein.

The *DocUment Advantage* License, Maintenance, Support and Image Storage Fee for the Clerk-Recorder System has been prepaid and shall terminate effective August 15, 2007, pursuant to termination notice dated 5-14-07.

The annual CRiis™ Recording License Fee shall be \$40,023.64, payable quarterly at the rate of \$10,005.91 beginning July 1, 2007, plus upgraded maintenance and support fee of \$1,800.00, payable quarterly at the rate of \$600.00 beginning October 1, 2007.

The HP-01 (previously identified as HP-03) software maintenance fee for computer consultation services to provide customized add-on operating system, database and on-site support related to the HP-01 server for the CRiis™ system shall be \$35,750.00, payable monthly at the rate of \$3,250.00 beginning August 1, 2007, then quarterly at the rate of \$9,750.00 beginning October 1, 2007.

Contract No. 10460

The annual *CRiis*TM Imaging License and Maintenance Fee shall be \$15,525.52, payable quarterly at the rate of \$3,881.38 beginning July 1, 2007

The annual fee for the CQCS license, (CYBERSCREEN and CYBERQUERY) shall be \$6,480.04, payable quarterly at the rate of \$1,620.01 beginning July 1, 2007, plus upgraded maintenance and support fee of \$750.00, payable quarterly at the rate of \$250.00 beginning October 1, 2007.

The *DocUment Advantage* software fee for Elections Imaging server support and maintenance has been prepaid and shall terminate effective August 15, 2007, pursuant to termination notice dated 5-14-07.

The annual fee for *CRiis*TM online web service access and maintenance shall be \$1,800.00, payable quarterly at the rate of \$450.00 beginning July 1, 2007.

All fees and rates listed above are *inclusive* of any applicable California sales tax.

Charges for customized programming, consulting and services as may be required and authorized in writing by the County Clerk-Recorder-Registrar of Voters for supplemental maintenance, upgrades and support of the Clerk-Recorder Imaging Information System not otherwise provided for shall not exceed \$11,050.00 during the period of this contract extension, billable hourly at the rate of one hundred five dollar (\$105) per hour, or cost plus eighteen percent (18%) for materials. Such charges are *exclusive* of any applicable California sales tax.

3. Notices

Replace section 7.11 Notices, of Contract No. 10460, with the following:

Notices shall be in writing and deemed given when personally delivered or when deposited in the United States mail, first class postage prepaid, return receipt requested, addressed to the person to whom notice is given at the addresses set forth below or at any other address designated by notice by a party:

If to the County:

Jim McCauley, Placer County Clerk-Recorder
2954 Richardson Ave.
Auburn, CA 95603
Phone #: (530) 886-5690
Fax #: (530) 886-5683

If to Contractor:

Kirk Weir, President
AtPacTM
16700 Iola Way
Grass Valley, CA 95949

Contract No. 10460

Phone #: (530) 272-0596

Fax #: (530) 272-0598

4. Executed.

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

Licensee:

Placer County

C/o County Clerk-Recorder

2954 Richardson Drive

Auburn, CA 95603

Chairman, Placer County Board of Supervisors

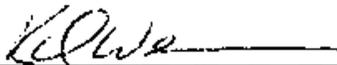
Dated:

Licensors:

AtPac™

16700 Iola Way

Grass Valley, CA 95949



Kirk Weir, President

MAY 24, 2007
Dated:

Description	DocuMent Advantage License, MtnC., Support & Image Storage	CRiis Recording Qtrly Lic. Fee & Upgraded MtnC. & Support	HP01- Software MtnC. & Support	CRiis Imaging Lic. & MtnC. Fee	CQCS License & Upgraded MtnC. & Support	DocuMent Advantage Server	CRiis Online Web Svc	Period	Period	Period	Period	Period
July	Paid	10,005.91	Paid	3,881.38	1,620.01	Paid	450.00	7-1 to 4-30	7-1 to 9-30	7-1 to 9-30	7-1 to 12-31	7-1 to 9-30
Aug	*Paid		3,250.00			*Paid						
Sept.	Paid		3,250.00			Paid						
Oct	Paid	10,605.91	9,750.00	3,881.38	1,870.01	Paid	450.00	10-1 to 12-31	10-1 to 12-31	10-1 to 12-31		10-1 to 12-31
Nov.	Paid					Paid						
Dec.	Paid					Paid						
Jan.	Paid	10,605.91	9,750.00	3,881.38	1,870.01	Paid	450.00	1-1 to 3-31	1-1 to 3-31	1-1 to 3-31		1-1 to 3-31
Feb.	Paid											
Mar.	Paid											
Apr.	Paid	10,605.91	9,750.00	3,881.38	1,870.01		450.00	4-1 to 6-30	4-1 to 6-30	4-1 to 6-30		4-1 to 6-30
May												
June												
Totals	102,129.20	41,823.64	35,750.00	15,525.52	7,230.04	0.00	1,800.00					

*Cancel as of 8-15-07

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(10,005.91 + 600 beginning 10-1-07)

(1,620.01 + 250 beginning 10-1-07)

