



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: 17-0462, **Version:** 1

Approve and authorize the County Clerk/Recorder (CCR) to enter into an Agreement including non-standard provisions with ACS Enterprise Solutions, LLC (ACS) for Data Conversion in an amount not to exceed \$53,850 retroactive to March 20, 2017 through December 31, 2017.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Approve and Authorize the County Clerk/Recorder (CCR) to enter into an Agreement including non-standard provisions with ACS Enterprise Solutions, LLC (ACS) for Data Conversion in an amount not to exceed \$53,850 retroactive to March 20, 2017 through December 31, 2017.

SUMMARY/DISCUSSION:

On December 13, 2016, the Board authorized the CCR to enter into an agreement with Tyler Technologies, Inc. (Tyler) for implementation services of the Tyler's Eagle Clerk/Recorder Computer Software System to replace the Office's current internal Symphony/AS400 recording, filing, cashiering, reconciliation, and reporting system. In order to implement the new system, ACS will need to extract our current data and export it over to Tyler.

There are expected savings in maintenance fees with the implementation of the Tyler system and if all of Tyler's proposed deadlines can be achieved, the CCR expects to be fully operational in the Tyler system by January 2018. On March 20th, ACS began researching and setting up the process for the project to remain on schedule as there is the possibility of complications due to the complexity of the data extracted. Therefore, the CCR requests the Board of Supervisors retroactive approval of this action.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed the Agreement and has approved it as to form only. ITD has reviewed and approved the Agreement. County Risk Management cannot approve the Agreement due to non-standard indemnity and liability provisions. The Auditor-Controller has approved the fiscal provisions.

FINANCING:

There is no negative impact to the general fund as a result of this action. Due to departmental savings in services and supplies, there are sufficient appropriations in the CCR (1180-ACR002-8004) FY 2016-17 Adopted Budget to cover the additional costs of \$53,850. ACS system data up to April 2017 will be extracted prior to the end of the current fiscal year. An additional extraction for the remaining data up to the date of implementation will be extracted by December 31, 2017. Therefore, funding for this project has been included in the CCR's budget for FY 2017-18. The addition of this requested Data Conversion Agreement will result in a total of \$145,893 in service agreements with ACS which exceeds the existing \$100,000 execution authority of the Purchasing Agent.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This report correlates to the Administration Strategic Initiatives adopted by the Board of Supervisors by promoting efficiency in the services provided to residents with a web-based system.

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

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Authorized by:

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Assessor-County Clerk/Recorder, x5803

Attachments:

Service Agreement