



# STAFF REPORT

**Report To:** Board of Supervisors

**Meeting Date:** August 17, 2017

**Staff Contact:** Sue Merriwether, Clerk-Recorder, smerriwether@carson.org

**Agenda Title:** To approve the Software License Agreement and the Software Maintenance Agreement (for a duration of 3 years for maintenance with annual payments of \$14,250) with Pioneer Technology Group, LLC for an amount of \$134,150, plus a contingency amount of \$5,000 for possible third party data and image conversions, for a total not to exceed amount of \$139,150 to be funded from the Capital Projects Fund/Software Replacement account and the General Fund /IT software maintenance account, and to authorize subsequent renewals for maintenance in the manner and in the amount described in the Software Maintenance Agreement. (Sue Merriwether, smerriwether@carson.org)

**Staff Summary:** The current provider of certain software services for the Carson City Clerk-Recorder's Office as well as for various other counties, Advanced Data System (ADS), will no longer be providing those services after December 2019. As a result, various affected county clerks and recorders have explored other software providers as viable replacements to ADS. The Clerk-Recorder's Office proposes entering into an agreement with Pioneer Technology Group.

**Agenda Action:** Formal Action/Motion

**Time Requested:** 10 min

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## **Proposed Motion**

I move to approve the Software License Agreement and the Software Maintenance Agreement (for a duration of 3 years for maintenance with annual payments of \$14,250) with Pioneer Technology Group, LLC for an amount of \$134,150, plus a contingency amount of \$5,000 for possible third party data and image conversions, for a total not to exceed amount of \$139,150 to be funded from the Capital Projects Fund/Software Replacement account and the General Fund /IT software maintenance account, and to authorize subsequent renewals for maintenance in the manner and in the amount described in the Software Maintenance Agreement.

## **Board's Strategic Goal**

Sustainable Infrastructure

## **Previous Action**

## **Background/Issues & Analysis**

The Clerk-Recorder's Office was notified by Advanced Data System (ADS) that ADS would cease operations effective December 31, 2019. ADS is the developer and software provider for 12 of the 17 Nevada County Recorders, including Carson City. In seeking a software replacement company, the Recorders attempted to select a provider of software collectively for purposes of purchasing power and economy of scale. After reviewing the 8 possible software vendors who offer software specifically designed to record and maintain land records, the Recorders determined that each county had different needs. Carson City and 4, possibly 5, other

County Recorders agreed that Pioneer Technology Group was the best choice for the respective needs. Multiple interviews were conducted with other clients of PTG, and we received positive feedback from those clients. To our knowledge, there are also no pending lawsuits against PTG. After this review process was completed, the collective group of County Recorders determined that PTG was the most suitable vendor.

**Applicable Statute, Code, Policy, Rule or Regulation**

**Financial Information**

Is there a fiscal impact?  Yes  No

If yes, account name/number: Capital Projects Fund/Software Replacement 210-0000-415-65.08-\$110,650

IT Software Maintenance 101-0701-419-04-33 - \$28,500

Is it currently budgeted?  Yes  No

Explanation of Fiscal Impact: Annual Maintenance and Support years 2 and 3 is \$14,250 annually. Currently we pay \$6,000 to ADS for annual maintenance with approval of this agreement the IT software maintenance budget will need to be increased by \$8,250 for years 2 and 3 of the software maintenance agreement.

**Alternatives**

Approve, Modify or Deny

**Board Action Taken:**

Motion: \_\_\_\_\_

1) \_\_\_\_\_

2) \_\_\_\_\_

Aye/Nay

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)