

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

Completed by County Counselor's Office:

Res/Ord No.: 20526

Sponsor(s): Crystal Williams

Date: October 19, 2020

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing the transfer of \$24,563 within the Road and Bridge Fund and \$24,562 within the Park Fund and authorizing the award of a contract to purchase an Asset Management Software System for use by the Public Works Department and the Parks + Rec Department from PubWorks/Tracker Software Corporation of Snowmass Village, Colorado in the amount of \$49,125 under the terms and conditions of Request for Proposal No. 15-20.</u></p>																																																												
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$49,125</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$49,125</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$49,125</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>TRANSFER FROM: 004-1506-57230 Road & Bridge Fund, Public Works, Other Operating Supplies</td> <td style="text-align: right;">\$11,563</td> </tr> <tr> <td>TRANSFER TO: 004-1506-56661 Road & Bridge Fund, Public Works, Software Purchases</td> <td style="text-align: right;">\$11,563</td> </tr> <tr> <td>004-1506-56661 Road & Bridge Fund, Public Works, Software Purchases</td> <td style="text-align: right;">\$13,000</td> </tr> <tr> <td>Sub-Total</td> <td style="text-align: right;">\$24,563</td> </tr> <tr> <td colspan="2"> </td> </tr> <tr> <td>TRANSFER FROM:</td> <td></td> </tr> <tr> <td>003-1602-56140 Parks Fund, Park Operations, Travel Expense</td> <td style="text-align: right;">\$ 717</td> </tr> <tr> <td>003-1602-56460 Parks Fund, Park Operations, Refuse Collections</td> <td style="text-align: right;">\$ 2,000</td> </tr> <tr> <td>003-1602-56510 Parks Fund, Park Operations, Maintenance & Repair Buildings</td> <td style="text-align: right;">\$ 1,000</td> </tr> <tr> <td>003-1602-56630 Parks Fund, Park Operations, Rent-Auto</td> <td style="text-align: right;">\$ 500</td> </tr> <tr> <td>003-1602-56676 Parks Fund, Park Operations, Rent Outside Sanitation Facility</td> <td style="text-align: right;">\$ 2,500</td> </tr> <tr> <td>003-1602-56570 Parks Fund, Park Operations, Maintenance & Repair Miscellaneous</td> <td style="text-align: right;">\$ 3,000</td> </tr> <tr> <td>003-1602-57010 Parks Fund, Park Operations, Office Supplies</td> <td style="text-align: right;">\$ 1,550</td> </tr> <tr> <td>003-1602-57190 Parks Fund, Park Operations, Wearing Apparel</td> <td style="text-align: right;">\$ 500</td> </tr> <tr> <td>003-1602-57220 Parks Fund, Park Operations, Garden & Agriculture Supplies</td> <td style="text-align: right;">\$ 1,045</td> </tr> <tr> <td>003-1602-57330 Parks Fund, Park Operations, Plumbing Supplies</td> <td style="text-align: right;">\$ 1,000</td> </tr> <tr> <td>003-1602-57340 Parks Fund, Park Operations, Paint & Supplies</td> <td style="text-align: right;">\$ 2,000</td> </tr> <tr> <td>003-1602-57350 Parks Fund, Park Operations, Lumber, Wood & Supplies</td> <td style="text-align: right;">\$ 2,400</td> </tr> <tr> <td>003-1602-57510 Parks Fund, Park Operations, Small Tools & Minor Equipment</td> <td style="text-align: right;">\$ 1,000</td> </tr> <tr> <td>003-1624-57220 Parks Fund, Natural Resources, Garden & Agriculture Supplies</td> <td style="text-align: right;">\$ 3,000</td> </tr> <tr> <td>003-1624-56790 Parks Fund, Natural Resources, Other Contractual Services</td> <td style="text-align: right;">\$ 2,000</td> </tr> <tr> <td>003-1624-57510 Parks Fund, Natural Resources, Small Tools & Minor Equipment</td> <td style="text-align: right;">\$ 350</td> </tr> <tr> <td>TRANSFER TO: 003-1602-56661 Parks Fund, Parks Operations, Software Purchases</td> <td style="text-align: right;">\$24,562</td> </tr> <tr> <td colspan="2"> </td> </tr> <tr> <td>TOTAL</td> <td style="text-align: right;">\$49,125</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: _____ Estimated Use: _____</p> <p>Prior Year Budget (if applicable): _____ Prior Year Actual Amount Spent (if applicable): _____</p>	Amount authorized by this legislation this fiscal year:	\$49,125	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$49,125	Amount budgeted for this item * (including transfers):	\$49,125	Source of funding (name of fund) and account code number:		TRANSFER FROM: 004-1506-57230 Road & Bridge Fund, Public Works, Other Operating Supplies	\$11,563	TRANSFER TO: 004-1506-56661 Road & Bridge Fund, Public Works, Software Purchases	\$11,563	004-1506-56661 Road & Bridge Fund, Public Works, Software Purchases	\$13,000	Sub-Total	\$24,563			TRANSFER FROM:		003-1602-56140 Parks Fund, Park Operations, Travel Expense	\$ 717	003-1602-56460 Parks Fund, Park Operations, Refuse Collections	\$ 2,000	003-1602-56510 Parks Fund, Park Operations, Maintenance & Repair Buildings	\$ 1,000	003-1602-56630 Parks Fund, Park Operations, Rent-Auto	\$ 500	003-1602-56676 Parks Fund, Park Operations, Rent Outside Sanitation Facility	\$ 2,500	003-1602-56570 Parks Fund, Park Operations, Maintenance & Repair Miscellaneous	\$ 3,000	003-1602-57010 Parks Fund, Park Operations, Office Supplies	\$ 1,550	003-1602-57190 Parks Fund, Park Operations, Wearing Apparel	\$ 500	003-1602-57220 Parks Fund, Park Operations, Garden & Agriculture Supplies	\$ 1,045	003-1602-57330 Parks Fund, Park Operations, Plumbing Supplies	\$ 1,000	003-1602-57340 Parks Fund, Park Operations, Paint & Supplies	\$ 2,000	003-1602-57350 Parks Fund, Park Operations, Lumber, Wood & Supplies	\$ 2,400	003-1602-57510 Parks Fund, Park Operations, Small Tools & Minor Equipment	\$ 1,000	003-1624-57220 Parks Fund, Natural Resources, Garden & Agriculture Supplies	\$ 3,000	003-1624-56790 Parks Fund, Natural Resources, Other Contractual Services	\$ 2,000	003-1624-57510 Parks Fund, Natural Resources, Small Tools & Minor Equipment	\$ 350	TRANSFER TO: 003-1602-56661 Parks Fund, Parks Operations, Software Purchases	\$24,562			TOTAL	\$49,125
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PRIOR LEGISLATION	Prior ordinances and (date): Prior resolutions and (date):																																		
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Administrator, 881-3253																																		
REQUEST SUMMARY	<p>The Public Works Department and the Parks + Rec Department would like to purchase an Asset Management Software System to manage their fleet of vehicles, equipment and infrastructure. The Purchasing Department issued Request for Proposal No. 15-20 in response to these requirements.</p> <p>A total of fifteen notifications were distributed and sixteen responses were received and evaluated as follows:</p> <table border="1" data-bbox="342 436 1482 972"> <thead> <tr> <th>Respondent with City and State</th> <th>Points Awarded</th> </tr> </thead> <tbody> <tr><td>Pub Works/Tracker Software, Snowmass Village, CO</td><td>99</td></tr> <tr><td>Dude Solutions, Cary, NC</td><td>77</td></tr> <tr><td>Central Square, Lake Mary, FL</td><td>74</td></tr> <tr><td>Assetfinda, British Columbia, Vancouver, Canada</td><td>74</td></tr> <tr><td>Faster Asset, Virginia Beach, VA</td><td>63</td></tr> <tr><td>Dossier, Burlington, NJ</td><td>58</td></tr> <tr><td>DTS, Orlando, FL</td><td>54</td></tr> <tr><td>Asset Works 1, Wayne, PA</td><td>53</td></tr> <tr><td>Asset Works 2, San Antonio, TX</td><td>51</td></tr> <tr><td>ISM, Carmichael, PA</td><td>50</td></tr> <tr><td>TRM, Fairfax, VA</td><td>50</td></tr> <tr><td>ADSI, Golden Valley, MN</td><td>45</td></tr> <tr><td>Posdata, Gig Harbor, WA</td><td>43</td></tr> <tr><td>ZPR, Naples, FL</td><td>41</td></tr> <tr><td>eCIFM, San Ramon, CA</td><td>37</td></tr> <tr><td>GeoSpatial, Phoenix, AZ</td><td>29</td></tr> </tbody> </table>	Respondent with City and State	Points Awarded	Pub Works/Tracker Software, Snowmass Village, CO	99	Dude Solutions, Cary, NC	77	Central Square, Lake Mary, FL	74	Assetfinda, British Columbia, Vancouver, Canada	74	Faster Asset, Virginia Beach, VA	63	Dossier, Burlington, NJ	58	DTS, Orlando, FL	54	Asset Works 1, Wayne, PA	53	Asset Works 2, San Antonio, TX	51	ISM, Carmichael, PA	50	TRM, Fairfax, VA	50	ADSI, Golden Valley, MN	45	Posdata, Gig Harbor, WA	43	ZPR, Naples, FL	41	eCIFM, San Ramon, CA	37	GeoSpatial, Phoenix, AZ	29
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	<p>Points were assigned for Responsiveness to Request for Proposal (5); Proposed System and Services (10); Proposed Timeline (10); Respondent's Experience and Qualifications (25) and Pricing (50).</p>																																		
	<p>Pursuant to Section 1054.6 of the Jackson County Code, the Public Works Department, the Parks + Rec Department and the Purchasing Department recommend the Award of a Contract for the purchase of an Asset Management Software System to PubWorks/Tracker Software Corporation of Snowmass Village, Colorado in the amount of \$49,125 under the terms and conditions of Request for Proposal No. 15-20, as the best qualified respondent.</p>																																		
	<p>The Director of Finance and Purchasing recommends the transfer of funds as follows:</p>																																		
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003-1602-57220 Parks, Park Operations, Garden & Agriculture Supplies	003-1602-56661 Parks, Park Operations, Software Purchases	\$ 1,045
003-1602-57330 Parks, Park Operations, Plumbing Supplies	003-1602-56661 Parks, Park Operations, Software Purchases	\$ 1,000
003-1602-57340 Parks, Park Operations, Paint & Supplies	003-1602-56661 Parks, Park Operations, Software Purchases	\$ 2,000
003-1602-57350 Parks, Park Operations, Lumber, Wood & Supplies	003-1602-56661 Parks, Park Operations, Software Purchases	\$ 2,400
003-1602-57510 Parks, Park Operations, Small Tools & Minor Equipment	003-1602-56661 Parks, Park Operations, Software Purchases	\$ 1,000
003-1624-57220 Parks, Natural Resources, Garden & Agriculture Supplies	003-1602-56661 Parks, Park Operations, Software Purchases	\$ 3,000
003-1624-56790 Parks, Natural Resources, Other Contractual Services	003-1602-56661 Parks, Park Operations, Software Purchases	\$ 2,000
003-1624-57510 Parks, Natural Resources, Small Tools & Minor Equipment	003-1602-56661 Parks, Park Operations, Software Purchases	\$ 350

CLEARANCE

Tax Clearance Completed (Purchasing & Department) N/A
 Business License Verified (Purchasing & Department) N/A
 Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)


COMPLIANCE

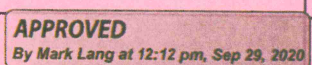
MBE Goals
 WBE Goals No goals assigned
 VBE Goals

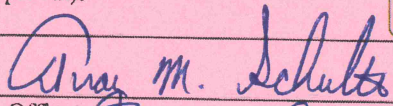
ATTACHMENTS

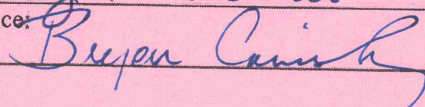
Bid Abstract, Recommendation of Award from Brian Gaddie, Director of Public Works, a Recaps of Scores from the Evaluation Committee and the pertinent pages of PubWorks/Tracker Software's proposal.

REVIEW

Department Director:  Date: 9-22-2020

Finance (Budget Approval):  Date:
If applicable By Mark Lang at 12:12 pm, Sep 29, 2020

Division Manager:  Date: 10-12-2020

County Counselor's Office:  Date: 10/14/20

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

Fiscal Note:

Funds sufficient for this transfer are available from the sources indicated below.

PC# _____

Date: September 29, 2020

RES # 20526

Department / Division		Character/Description		From	To
004 Special Road & Bridge Fund					
1506	Road & Bridge Maintenance	57230	Other Operating Supplies	\$ 11,563	\$ -
1506	Road & Bridge Maintenance	56661	Software Purchases	-	11,563
				<u>\$ 11,563</u>	<u>\$ 11,563</u>
003 Park Fund					
1602	Park Operations	56140	Travel Expense	\$ 717	\$ -
1602	Park Operations	56460	Refuse Collection	2,000	-
1602	Park Operations	56510	Maint. & Repair - Buildings	1,000	-
1602	Park Operations	56630	Rent - Auto	500	-
1602	Park Operations	56676	Rent - Outside Sanitation Fac.	2,500	-
1602	Park Operations	56570	Maint. & Repair - Misc.	3,000	-
1602	Park Operations	57010	Office Supplies	1,550	-
1602	Park Operations	57190	Wearing Apparel	500	-
1602	Park Operations	57220	Garden & Agriculture Supplies	1,045	-
1602	Park Operations	57330	Plumbing Supplies	1,000	-
1602	Park Operations	57340	Paint & Supplies	2,000	-
1602	Park Operations	57350	Lumber Wood & Supplies	2,400	-
1602	Park Operations	57510	Small Tools & Minor Equipment	1,000	-
1624	Natural Resources	57220	Garden & Agriculture Supplies	3,000	-
1624	Natural Resources	56790	Other Contractual Services	2,000	-
1624	Natural Resources	57510	Small Tools & Minor Equipment	350	-
1602	Park Operations	56661	Software Purchases		24,562
				<u>\$ 24,562</u>	<u>\$ 24,562</u>

Fiscal Note:

This expenditure was included in the Annual Budget

PC# _____

Department / Division		Character/Description		Not to Exceed
004 Special Road & Bridge Fund				
1506	Road & Bridge Maintenance	56661	Software Purchases	\$ 24,563
003 Park Fund				
1602	Park Operations	56661	Software Purchases	\$ 24,562
				<u>\$ 49,125</u>

APPROVED

By Mark Lang at 12:12 pm, Sep 29, 2020

Budget Office



JACKSON COUNTY Public Works Department

Jackson County Technology Center
303 West Walnut Street
Independence, Missouri 64050
jacksongov.org

(816) 881-4530
Fax: (816) 881-4448

Memorandum

To: Barbara Casamento, Purchasing Supervisor
From: Brian Gaddie, P.E., Director of Public Works
Date: September 8, 2020
Re: RFP 15-20 Committee Evaluation and Recommendation
PW and Parks Asset Management Software

On August 4, 2020, Jackson County Finance and Purchasing Department received 16 qualified responses to the Request for Proposals 15-20. The Committee (PW and Parks) reviewed, discussed, evaluated, and scored the proposals. Based on the responsiveness, proposed system, timeline, experience and pricing, per the evaluation criteria, the committee recommends **PubWorks** be awarded a contract to accomplish the work.

Attached to this memo are the individual and composite scoring sheets from the committee. In addition, the funding sources from both Public Works and Parks + Rec can be found on the subsequent page to this memo. Thank you for your consideration and please let me know if you have any questions.

Professionally,

A handwritten signature in black ink, appearing to read "B. Gaddie", with a long horizontal line extending to the right.

Brian D Gaddie, PE
Director of Public Works



JACKSON COUNTY Public Works Department

Jackson County Technology Center
303 West Walnut Street
Independence, Missouri 64050
jacksongov.org

(816) 881-4530
Fax: (816) 881-4448

The Public Works Department would like to award the contract as summarized below:

Total Not to Exceed Fee \$49,125.00

Funding:

Public Works

Transfer from:

004-1506-57230	\$11,563
004-1506-56661	\$13,000

Total all accounts above: \$24,563
To 004-1506-56661 Software Purchases

Parks

Transfer from:

003-1602-56140	Travel	\$717
003-1602-56460	Refuse Collection	\$2,000
003-1602-56510	M&R Buildings	\$1,000
003-1602-56630	Rent-Auto	\$500
003-1602-56676	Portable toilets	\$2,500
003-1602-56570	M&R Misc	\$3,000
003-1602-57010	Office supplies	\$1,550
003-1602-57190	Wearing apparel	\$500
003-1602-57720	Garden/Ag supply	\$1,045
003-1602-57330	Plumbing supplies	\$1,000
003-1602-57340	Paint	\$2,000
003-1602-57350	Lumber	\$2,400
003-1602-57510	small tools	\$1,000
003-1624-57220	Garden Ag supply	\$3,000
003-1624-56790	Other Contract serv	\$2,000
003-1624-57510	small tools	\$350

Total all accounts above = \$24,562
To 003-1602-56661 Software Purchases

Frank White, Jr., County Executive

RFQ 15-20 - PUBLIC WORKS AND PARKS ASSET MANAGEMENT SOFTWARE

COMPOSITE SELECTION SCORE SHEET

9/9/2020

INDIVIDUAL RANKING FOR EACH FIRM

FIRM NAME	Member 1	Member 2	Member 3	AVG OF SCORES	RANKING OF FIRM
Dude Solutions	81	75	75	77	2
dts	53	46	62	54	7
FASTER	67	55	66	63	5
eCIFM	42	34	34	37	15
ISM	55	47	47	50	10
TRM	56	47	48	50	11
ADSI	50	42	42	45	12
Asset Works LLC Wayne Pa	49	57	52	53	8
geospatial	38	25	23	29	16
ZPR	45	37	40	41	14
Assetfinda	85	71	65	74	4
Dossier	60	53	61	58	6
POSDATA	52	39	39	43	13
PubWorks	96	100	100	99	1
Central Square	77	72	73	74	3
Asset Works LLC San Antonio Tx	46	52	54	51	9

(1) Get rankings from individual forms from each person

(2) Sum across for each firm.

(3) Write in 1 thru X representing the lowest sum to the largest sum

PUBWORKS LICENSE AGREEMENT FOR COMPUTER SOFTWARE & SERVICES

Agreement made this _____ day of September, 2020, between Tracker Software Corporation, Inc., doing business as **PubWorks**, a Colorado Corporation, with a place of business at PO Box 6502, Snowmass Village, CO 81615 ("TSC") and Jackson County ("Customer"), a political subdivision of the State of Missouri.

In consideration of the terms and conditions set forth in this Agreement, the parties agree as follows:

1. Nature of Agreement

The purpose of this Agreement is to specify the terms and conditions under which TSC shall provide a perpetual license for use of its computer software program (**PubWorks**) including installation, data conversion, training, and other services for Customer for the duration of this Agreement.

2. Scope of Services

TSC shall provide its **PubWorks** application software and services for Customer, as outlined in its response to the County's RFP 15-20, dated May 19th, 2020 and incorporated herein by reference.

2.1 Software & Related Services

This agreement includes the following software modules and services listed in the table below. **PubWorks** is sold as a perpetual site license exclusively for the Customer, its divisions, and employees, placing no limit on the number of Customers or PCs on which the software is installed.

Charge Description	Quantity	Rate	Total¹
Asset Management Core Module (Required)	1	\$ 12,500	\$ 12,500
Service Requests Module	1	\$ 2,500	\$ 2,500
Work Orders Module	1	\$ 2,500	\$ 2,500
Fleet Maintenance Module	1	\$ 5,000	\$ 5,000
Inspections Module	1	\$ 5,000	\$ 5,000
GIS MapViewer ¹	1	\$ 5,000	\$ 5,000
PubWorks Mobile Application	1	\$ 5,000	\$ 5,000
Departmentalization Add-On	1	\$ 5,000	\$ 5,000
Onsite Instructor Travel Expenses	1	\$ 2,000	\$ 2,000
Annual Software Maintenance for months 7-12	1	\$ 4,625	\$ 4,625
Software Total			\$ 49,125
Basic Installation and Data Conversion	<=50 Hours	\$ 125/Hour	Included
GIS Data Conversion	<=15 Layers	\$ 125/Layer	Included
Onsite User Training	4 Days	\$ 975/Day	Included
Implementation Services			Included
Total Program Cost			\$ 49,125

¹The PubWorks MapViewer has been built using ESRI's ArcEngine. A concurrent ArcGIS license would be necessary for each desktop utilizing the desktop mapping capabilities.

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2.2 Services

This agreement includes the following: **(50)** Hours of installation, configuration, set up and data conversion of the County's existing CarteGraph data from 2016 to present, as well as additional listing data provided in Excel format; Conversion of **(15)** Layers of GIS Data Layers; 4 Days of Onsite Training or 24 Hours of Web-based training, based on customer preference and current state and local restrictions related to Covid-19.

Additional data conversion hours exceeding 50 Hours shall be billed at a rate of **\$125** per Hour. Additional GIS layers may be invoiced at a rate of **\$125** per Layer.

If Onsite Training is conducted, Instructor Travel Costs will be billed additional, and "as actual." Training costs include reasonable and customary airfare, car rental, lodging, and meals. Travel costs will not exceed **\$2,000**.

2.3 Software Support

Software support is the correction of any "bug", or program error, which interferes with the correct running of the program. Software support assistance is available by phone, email, or Internet to help your program operator(s) handle those problems/issues for which they need assistance. Software support does not include new programming, restoration of data, additional onsite work, or hardware problems for which there would be a negotiated charge. Software support is available by phone, or via email during regular business hours – Monday through Friday, **(8:00 am-6:00 pm Central Time.)** Customer Support is provided by trained and experienced customer support representatives and/or system engineers.

2.4 Annual Software Maintenance and Support (ASM)

Customer support is free for the first six months (October 2020 through March 2021) and is explicitly itemized in the above pricing table for the second six months (April 2021 through September 2021). Thereafter, ASM will be invoiced annually in October.

Based on the quote above, initial ASM shall be **\$9,250 annually**, which includes an annual **PubWorks** Cloud Fee of **\$750**.

An active Support and Maintenance agreement entitles you to unlimited customer support, any program updates, new versions, and all enhancements at no additional charge. These annual fees may increase over time to reflect the increased cost of doing business as determined by the US Consumer Price Index. If new modules are purchased during this agreement, ASM will increase by 20% of the cost of the new module.

2.5 PubWorks Cloud Option

PubWorks utilizes the Azure cloud from Microsoft, with its inherent security and reliability. Within "**PubWorks** Cloud" (Microsoft Azure) the following two levels of security and access are provided:

1. Cloud access where **PubWorks** will issue user-names and passwords for each of Customer's users.
2. Application user-name and password initially established by **PubWorks**, which, once setup, can be managed by administrative users of the Customer's **PubWorks** system.

In the **PubWorks** Cloud, a Customer database shall exist in four places:

PUBWORKS LICENSE AGREEMENT FOR COMPUTER SOFTWARE & SERVICES

1. Production database resident in the Azure instance of Microsoft SQL Server.
2. Back automatically created automatically daily in the early morning hours.
3. Manual back up created by PubWorks support team from automatic backups which are copied a secure Drobox site.
4. Back-ups are copied to a USB drive that is stored off site in a fire-proof safe.

TSC offers no warranty against data loss. However, no customer database has been lost since first customer install in 1997, due to solid back-up and security practices employed by TSC and our customers. TSC will maintain these same procedures with Customer.

4. Initial Term and Renewal

This Agreement shall take effect upon its execution by both Parties and shall remain in force with renewals mutually exercised by both parties on the anniversary date of this agreement contingent on the Customer's payment of the Annual Support and Maintenance fee. Non-payment of the Annual Support and Maintenance fees will give TSC the right to terminate its support services. The Customer shall have the right, by providing written notice, to TSC to terminate and cancel this agreement, without cause, upon 30 days written notice. In such event, the Customer shall not be liable to TSC except for work performed or fees earned prior to such notice.

5. Payment Terms

- (A) Upon approval to proceed, Customer will be invoiced 50% of the total program costs.
- (B) Remaining 50% plus any additional agreed upon expenses, including Instructor Travel Costs (if applicable) shall be invoiced following the completion of training.
- (C) Terms shall be Net 15.

6. Miscellaneous

(A) Unless otherwise agreed, the **PubWorks** software provided in this Agreement shall be licensed to the Customer for use at any computer processing unit(s) or within a network system at the Customer offices. Customer shall not reproduce, modify, sell, or transfer any such licensed software without the prior written permission of TSC. TSC warrants that it is the owner or is otherwise duly authorized to license software identified in this Agreement. TSC warrants for the term of this Agreement that any software installed or developed by it pursuant to this Agreement shall be free of any known defects and any such defects identified shall be promptly and corrected.

(B) Additional services may be provided by TSC, provided that the Customer agrees in advance, in writing, to the terms and conditions upon which the services will be provided.

(C) Program modifications, other than changes necessary to make the programs, software and installation operate in accordance with the expectations of the Customer and the representations of TSC, may be provided by TSC and the charges will be at the standard hourly rate. Customer shall not be liable for payment for any such additional services unless the Customer has consented thereto in writing prior to the provision of such service.

(D) TSC shall not assign, transfer, sell, release or otherwise disclose to any third party, or make use of the Customer's data, records or other proprietary information that has been disclosed or made available to TSC in the course of performing its obligations under this agreement during

PUBWORKS LICENSE AGREEMENT FOR COMPUTER SOFTWARE & SERVICES

the term of this agreement or at any time thereafter without the prior written consent of the Customer thereto.

7. Governing Law

This Agreement shall be interpreted under Missouri law. The parties agree that any dispute governing the terms hereof may be resolved through mediation or arbitration in accordance with Missouri law, if acceptable to both parties. If any litigation is instituted to resolve any such dispute, it shall be brought only in court with appropriate jurisdiction located in Customer, MO. In any such action, the prevailing party shall be entitled to costs if the mediator, arbitrator or judge determines that there was not a good faith or reasonable basis for the other party's position.

IN WITNESS WHEREOF, the parties have executed this agreement by their duly authorized officers, or agents, on the dates indicated below:

Tracker Software Corporation

Jackson County

Peter D. Anzalone, President

Name & Title

Dated: _____

Dated: _____