

REQUEST FOR LEGISLATIVE ACTION

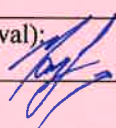
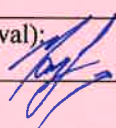
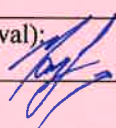
Completed by County Counselor's Office:

Res/Ord No.: 5090

Sponsor(s): Tony Miller

Date: April 16, 2018

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|---|---|---|-----------|--|--|--|-----------|--|-----------|---|--|---|-----------|--|-----------|---|----------|---|----------|--|--------|-------|-----------|
| <p>SUBJECT</p> | <p>Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Requesting an Ordinance appropriating \$115,000 from the Undesignated Fund Balance of the Recorder of Deeds Technology Fund; transferring \$4,125.00 from the Reserve Accounts of the Recorder of Deeds Technology Fund; approve the purchase of a Software Package for the Recorder of Deeds; and the approval of an Intention to Proceed Contract for updating the Software Packages for the Assessment and Collections Departments with Thomson Reuters of Portage, Michigan as a Sole Source purchase.</u></p> | | | | | | | | | | | | | | | | | | | | | | |
| <p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p> | <table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$119,462</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>\$119,462</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$119,462</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>APPROPRIATE FROM: 042-2810 Recorders Technology Fund, Undesignated Fund Balance</td> <td>\$115,000</td> </tr> <tr> <td>APPROPRIATE TO: 042-1801-56661 Recorders Technology Fund, Records, Software Purchase</td> <td>\$115,000</td> </tr> <tr> <td>TRANSFER FROM: 042-8006-56835 Recorders Technology Fund, Reserve Account, Reserve Operating</td> <td>\$ 4,125</td> </tr> <tr> <td>TRANSFER TO: 042-1801-56661 Recorders Technology Fund, Records, Software Purchase</td> <td>\$ 4,125</td> </tr> <tr> <td>042-1801-56661 Recorders Technology Fund, Records, Software Purchase</td> <td>\$ 337</td> </tr> <tr> <td>Total</td> <td>\$119,462</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: | \$119,462 | Amount previously authorized this fiscal year: | | Total amount authorized after this legislative action: | \$119,462 | Amount budgeted for this item * (including transfers): | \$119,462 | Source of funding (name of fund) and account code number: | | APPROPRIATE FROM: 042-2810 Recorders Technology Fund, Undesignated Fund Balance | \$115,000 | APPROPRIATE TO: 042-1801-56661 Recorders Technology Fund, Records, Software Purchase | \$115,000 | TRANSFER FROM: 042-8006-56835 Recorders Technology Fund, Reserve Account, Reserve Operating | \$ 4,125 | TRANSFER TO: 042-1801-56661 Recorders Technology Fund, Records, Software Purchase | \$ 4,125 | 042-1801-56661 Recorders Technology Fund, Records, Software Purchase | \$ 337 | Total | \$119,462 |
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| Total | \$119,462 | | | | | | | | | | | | | | | | | | | | | | |
| <p>PRIOR LEGISLATION</p> | <p>Prior ordinances and (date): Prior resolutions and (date):</p> | | | | | | | | | | | | | | | | | | | | | | |
| <p>CONTACT INFORMATION</p> | <p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Administrator, 881-3253</p> | | | | | | | | | | | | | | | | | | | | | | |
| <p>REQUEST SUMMARY</p> | <p>The Assessment and Collections Department and the Recorder of Deeds are all operating with antiquated Software Systems. CAMA for the Assessment Department was purchased in 1997 from Sigma Systems; Ascend for the Collections Department was purchased in 1998 from Asix Corporation; Anthem for the Recorder of Deeds was purchased from Hart Intercivic in 2001. All of these software packages were acquired by Manatron in 2007 and Manatron was acquired by Thomson Reuters in 2011. Thomson Reuters will soon no longer support the CAMA, Ascend and Anthem software packages. Thomson Reuters has developed updated software packages for the Assessment, Collections and Recorder of Deeds software called Aumentum.</p> <p>The Recorder of Deeds is requesting approval of a Software Package to replace the Anthem Software from Thomson Reuters in the amount of \$119,462 as a Sole Source Purchase. The Assessment and Collections Departments are requesting the approval of an Intention to Proceed with Thomson Reuters for replacement Software Packages. It is anticipated that implementation of the software packages for Assessment and Collections would begin over the next two to three years with progress payments being made as agreed upon milestones are accomplished The total estimated cost of the software upgrades for Assessment and Collections</p> | | | | | | | | | | | | | | | | | | | | | | |

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|--|--|----------------------|-------|--|---|-------------------|-------|---|-------|-----------|--|----------|--|---|--|----------|
| | <p>is \$3,992,000. There will also be new hardware that will need to be purchased for the updated software and Legislative approval will be requested at the time of purchase. The Information Technology Department supports the upgrade of the software packages.</p> <p>Pursuant to Section 1030.1 of the Jackson County Code, the Finance and Purchasing Department recommends the approval of a Software Package for the Recorder of Deeds and the approval of an Intention to Proceed and the purchase of updated software packages for the Assessment and Collections Departments from Thomson Reuters as the owners of the existing software packages and the developer of the software upgrades.</p> <p>The Director of Finance and Purchasing also requests the appropriation of \$115,000 as follows:</p> <table border="0"> <tr> <td></td> <td style="text-align: right;">FROM</td> <td style="text-align: right;">TO</td> </tr> <tr> <td>042-2810 Recorders Technology Fund, Undesignated Fund Balance</td> <td style="text-align: right;">\$115,000</td> <td></td> </tr> <tr> <td>042-1801-56661 Recorders Technology Fund, Records, Software Purchases</td> <td></td> <td style="text-align: right;">\$115,000</td> </tr> </table> <p>The Director of Finance and Purchasing also requests the transfer of \$4,125 as follows:</p> <table border="0"> <tr> <td>042-8006-56835 Recorders Technology Fund, Reserve Account, Reserve Operating</td> <td style="text-align: right;">\$ 4,125</td> <td></td> </tr> <tr> <td>042-1801-56661 Recorders Technology Fund, Records, Software Purchases</td> <td></td> <td style="text-align: right;">\$ 4,125</td> </tr> </table> | | FROM | TO | 042-2810 Recorders Technology Fund, Undesignated Fund Balance | \$115,000 | | 042-1801-56661 Recorders Technology Fund, Records, Software Purchases | | \$115,000 | 042-8006-56835 Recorders Technology Fund, Reserve Account, Reserve Operating | \$ 4,125 | | 042-1801-56661 Recorders Technology Fund, Records, Software Purchases | | \$ 4,125 |
| | FROM | TO | | | | | | | | | | | | | | |
| 042-2810 Recorders Technology Fund, Undesignated Fund Balance | \$115,000 | | | | | | | | | | | | | | | |
| 042-1801-56661 Recorders Technology Fund, Records, Software Purchases | | \$115,000 | | | | | | | | | | | | | | |
| 042-8006-56835 Recorders Technology Fund, Reserve Account, Reserve Operating | \$ 4,125 | | | | | | | | | | | | | | | |
| 042-1801-56661 Recorders Technology Fund, Records, Software Purchases | | \$ 4,125 | | | | | | | | | | | | | | |
| CLEARANCE | <input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office) | | | | | | | | | | | | | | | |
| COMPLIANCE | <input type="checkbox"/> MBE Goals – N/A <input type="checkbox"/> WBE Goals – N/A <input type="checkbox"/> VBE Goals – N/A | | | | | | | | | | | | | | | |
| ATTACHMENTS | Quote from Thomson Reuters and a Memorandum from Robert Kelly, Director, Recorder of Deeds Department | | | | | | | | | | | | | | | |
| REVIEW | <table border="1"> <tr> <td>Department Director:</td> <td>Date:</td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i> </td> <td>Date: 7/6/18</td> </tr> <tr> <td>Division Manager:</td> <td>Date:</td> </tr> <tr> <td>County Counselor's Office:</td> <td>Date:</td> </tr> </table> | Department Director: | Date: | Finance (Budget Approval): <i>If applicable</i>  | Date: 7/6/18 | Division Manager: | Date: | County Counselor's Office: | Date: | | | | | | | |
| Department Director: | Date: | | | | | | | | | | | | | | | |
| Finance (Budget Approval): <i>If applicable</i>  | Date: 7/6/18 | | | | | | | | | | | | | | | |
| Division Manager: | Date: | | | | | | | | | | | | | | | |
| County Counselor's Office: | Date: | | | | | | | | | | | | | | | |

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: 2810 | Account Title: Undesignated Fund Balance | Amount Not to Exceed: \$115,000 |
|-------------------------|---|------------------------------------|

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- 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.

Supplemental Appropriation & Transfer Request Jackson County, Missouri

Funds sufficient for this appropriation and transfer are available from the source indicated below.

Date: April 16, 2018

Ord # 5090

| <u>Department / Division</u> | <u>Character/Description</u> | <u>From</u> | <u>To</u> |
|---------------------------------------|------------------------------|-------------------|-------------------|
| 042 Recorder's Technology Fund | | | |
| 2810 Undesignated Fund Balance | - - | \$ 115,000 | \$ - |
| 8006 Reserve | 56835 Reserve - Operating | 4,125 | |
| 1801 Records | 56661 Software Purchases | | 119,125 |
| | | | |
| | | | |
| | | <u>\$ 119,125</u> | <u>\$ 119,125</u> |

Fiscal Note:


This expenditure was included in the Annual Budget

PC# _____

Date: April 16, 2018

RES # _____

| <u>Department / Division</u> | <u>Character/Description</u> | <u>Not to Exceed</u> |
|---------------------------------------|------------------------------|----------------------|
| 042 Recorder's Technology Fund | | |
| 1801 Records | 56661 Software Purchases | \$ 119,462 |
| | | |
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 County Auditor / Budget Officer

Barbara J. Casamento

From: Michael S. Erickson
Sent: Thursday, April 05, 2018 8:53 AM
To: Barbara J. Casamento
Subject: FW: Thomson Reuters RLA

fyi

From: Robert T. Kelly
Sent: Wednesday, April 4, 2018 8:38 AM
To: Michael S. Erickson <MErickson@jacksongov.org>; Gary Goold <GGoold@jacksongov.org>
Cc: Edwin Stoll <ESToll@jacksongov.org>
Subject: Thomson Reuters RLA

Mike/Gary, any of the following information may be used in the Thomson Reuters RLA. The "Upgrade" will provide important enhancements to us and the overall software integration between the Recorder of Deeds, Assessment and Collections Departments. Let me know if you need any additional information...Thanks, Bob

Currently the Recorder of Deeds Department utilizes Thomson Reuters Anthem Recording Software to record and process over 100,000 land-related instruments; issue marriage licenses to 12,000+ applicants and process thousands of copy desk inquiries on an annual basis.

Although this software has been very adept in the past in meeting our daily needs, its functionality and dependability has decreased with age since its initial purchase over 18 years ago. Thomson Reuters has developed an upgraded recording software package which improves function capabilities for both internal and external internet users. This new upgraded software package is called "Aumentum Recorder" and is being utilized by numerous counties across the United States. It has the capability of not only providing upgraded recording support but also has integrated features that share data between both tax and assessor functions. This newly developed software is now a proven product and will replace aging Anthem software. Thomson Reuters has indicated that they will be phasing out software maintenance for Anthem because their business plan is to have all users on Aumentum Recorder software.

Based on all considerations including numerous Thomson Reuters discussions and meetings over the past 24 months; surveys of other Aumentum users across the United States who upgraded from Anthem to Aumentum and site visit evaluations of two Colorado Counties using Aumentum recording software, it is my recommendation that Jackson County upgrade to Aumentum Recorder for its recording software.

Software Improvements include:

- **Removing the document type from the label will help reduce rescans.**
- **Ability to re-align E-recording stamp on the first page of a document will help with margin and over-stamping issues.**
- **Capability to e-mail a non-certified copy of a document directly from the program reduces process time and is an added feature for customers.**



THOMSON REUTERS

April 5, 2018

Michael Erickson
Jackson County, Missouri
Kansas City, MO 64106

Dear Mike,

Thank you for taking the time to do a conference call with us yesterday. We have modified the assumptions and pricing below to reflect the outcome of our discussion.

To meet the county's needs and update the Tax, CAMA, and Recorder systems, we are proposing Aumentum, our fully-integrated software suite designed to be the most technically advanced solution available today. Offering robust functionality and flexible configuration, Aumentum is the future of real and personal property assessment, tax, billing and collections, and document recording software.

I realize that this document is non-binding and is subject to change as Jackson County has its own formal process so I shall let you present this document to the decision makers. As stated in the assumptions below, we expect to implement Aumentum Recorder separately from Aumentum Tax and Valuation. Once you have their approval, we can get started on contracting. I look forward to hearing back from you.

Sincerely,

Sonny Sagar, Senior Account Manager
Thomson Reuters, Tax & Accounting



THOMSON REUTERS

Jackson County Aumentum Upgrade Proposal

Aumentum Recorder

- Includes Recorder, eRecording, Auto-redaction, and Public Access

Software License

- \$0.00

Implementation Services

- \$119,462

Annual Maintenance

- \$75,190

Aumentum Tax and Valuation

- Includes Records, Assessment Administration, Tax, Billing & Collections, Real Property Assessment, Personal Property Assessment, Motor Vehicles, Public Access, Case Management

Software License

- \$0.00
- \$119,046 – if Mobile Valuation iPad App is added

Implementation Services

- \$3,992,000

Annual Maintenance

- \$350,817
- \$23,766 – additional maintenance if Mobile Valuation App is added

Pricing Assumptions

- Because Jackson County has already purchased software licenses to existing Thomson Reuters products, we are offering this upgrade without any additional licensing costs. However, if the county wants to purchase the optional Mobile Valuation iPad app, the license and additional maintenance costs are listed separately above.
- All necessary implementation services are included in the quote above for both projects. This includes, but is not limited to, project management, data extraction and conversion, software installation, configuration, and training.
- The Implementation Services priced above are shown as non-binding for budgetary purposes. Thomson Reuters is continually revising our product migration and implementation strategies and though the services costs above could change as a result of our revisions, we anticipate at the time of contract that they will fall within the quote provided above.
- We have included travel expenses in the above pricing.



THOMSON REUTERS

- Thomson Reuters recommends that Jackson County upgrade its hardware, if necessary, through its preferred hardware vendor. We can provide minimum hardware specifications upon request.
- As long as Jackson County remains current on our annual support agreement, the county will receive all future software updates to installed Aumentum modules and state-mandated, legislative requirements changes at no additional cost. Support fees include support from our help desk from 8am to 5pm, Monday through Friday. Afterhours support is available and can be provided at the then-current rate.
- Training has been included in the above pricing. We estimate a total of 5 training days for Recorder and 40 days for Tax and Valuation. Thomson Reuters can provide additional training activities on an ad-hoc basis at our standard rate of \$1,600 per day.
- Documentation for Aumentum is available through an embedded, online help feature, and is included with the base system. This enables us to keep the documentation updated with each individual release, and as up-to-date as possible.

Project Assumptions

- We expect to implement Aumentum Recorder separately from Aumentum Tax and Valuation. Depending on the contracting process we could begin implementation of Recorder as soon as 4th quarter of this year and expect to go-live 10 months later. Due to our current Aumentum Tax and Valuation backlog, we do not have a project start timeline and as a result cannot enter in to a legal contract for Tax and Valuation until a timeline has been established. This Thomson Reuters policy is based upon our underlying pillar of Trust and Integrity. Therefore, a separate contract for the Aumentum Recorder upgrade is required.
- We have included 650 hours for non-statutory reporting and/or consulting as well as 650 hours for interface work/consulting to third-party systems.
- All requested changes to requirements or project scope will be made using Thomson Reuters' standard Change Control procedures. Thomson Reuters will use the existing Ascend and Sigma solutions to determine base functionality for Aumentum and additional costs could arise from any requested changes to this functionality. Any enhancements requested will not include modifications to screen layouts or database structure in the core application.
- The county will be responsible for the administrative and operational functions and activities needed to interface Aumentum with other, external systems. Thomson Reuters has a robust set of standard interface files we expect to be used and any changes to the external systems will be the county's responsibility.



THOMSON REUTERS

- If the county chooses to procure new hardware to meeting the minimum requirements for Aumentum, the county will assume responsibility for hardware installation and its impacts on project schedule, including but not limited to performance criteria, maintenance arrangements and warranties arising from procured hardware and its installation.
- Thomson Reuters will work with the county to examine and evaluate processes to take advantage of technical advances so that processes and new technology can be leverage effectively. However, the development and implementation of a business process change is the county's responsibility.

Customer References

Aumentum Valuation

Tarrant County, Texas
Jeff Law, Chief Appraiser & Executive Director
2500 Handley-Ederville Road,
Fort Worth, TX 76118
817.595.6001
jlaw@tad.org

Aumentum Tax

Gwinnett County, Georgia
Richard Steele, Tax Commissioner
75 Langley Drive
Lawrenceville, GA 30045
770.822.7338
richard.steele@gwinnettcountry.com

Clark County, Nevada
Mariann Matz
500 S Grand Central Pkwy
P.O. Box 551220
Las Vegas, NV 89155
702.455.4996
mms@co.clark.nv.us