



## Travis County Commissioners Court Agenda Request

**Meeting Date:** November 4, 2014

**Prepared By/Phone Number:** Scott Wilson/854-1182

**Elected/Appointed Official/Dept. Head:** Cyd Grimes

**Commissioners Court Sponsor:** Judge Biscoe

**Agenda Language:** Approve Modification No. 9 to Contract No. 4400001068, ImageSoft Inc., for Imaging and Document Management System and Maintenance.

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.

On August 21, 2012 Commissioner's Court awarded a contract to ImageSoft, Inc. for an Imaging and Document Management System for Travis County and the County Clerk's office, which included approval for all four (4) phases of the project. At this time Phase I has been completed and the implementation process for Phase II is under way. After an extensive review of Phase II, it has been determined that an additional software module called Unity Integration Toolkit is needed, which will allow third party applications to seamlessly connect to the Onbase Document Management System and is required for the existing public websites to integrate with Onbase for document viewing. This Unity Integration Toolkit is part of the enterprise version; therefore, all county departments will be able to utilize this application programming interface (API).

Modification No. 8, approved by Commissioner's Court on September 30, 2014, added Public Sector Constituency Web Access Software.

Modification No. 7, approved by the Purchasing Agent on August 29, 2014, incorporated additional specifications for phase II into the contract.

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to [agenda@co.travis.tx.us](mailto:agenda@co.travis.tx.us) by Tuesdays at 5:00 p.m. for the next week's meeting.

Modification No. 6, approved by Commissioner's Court on July 8, 2014, added Clerk Review, Judge Signature Queues and ImageSoft TrueSign software.

Modification No. 5, approved by the Purchasing Agent on April 2, 2014, added Document Import Processor software and professional service implementation hours.

Modification No. 4, approved by the Purchasing Agent on March 3, 2014, allowed for the TrueFiling CourtRecordMDE and Indexing Automation interface component to be implemented within the Travis County network to accept filing requests from filers using the efile Texas.gov system and insert them into the OnBase system.

Modification No. 3, approved by the Purchasing Agent on October 29, 2013, granted Records Management and Juvenile Probation to OnBase Licensing.

Modification No. 2, approved by the Purchasing Agent on August 5, 2013, allowed for all Minute Traq documents to be protected so they cannot be modified in OnBase or interim storage.

Modification No. 1, approved by the Purchasing Agent on July 2, 2013, added the EDM Services Software Module.

➤ **Contract Modification Information:**

Modification Amount: \$10,000

Modification Type: additional software module

Modification Period: August 21, 2014 through August 20, 2015

➤ **Funding Information:**

Funds Reservation: department creating a Funds Reservation

Funding Account(s):

Comments:

**MODIFICATION OF CONTRACT NUMBER: 4400001068 for Imaging and Document Management System and Maintenance**

ISSUED BY: PURCHASING OFFICE 700 LAVACA STREET STE 800 AUSTIN, TX 78701	PURCHASING AGENT ASST: <b>Scott Wilson</b> TEL. NO: (512) 854-9700 FAX NO: (512) 854-9185	DATE PREPARED: <b>October 24, 2014</b>
ISSUED TO: <b>ImageSoft, Inc.</b> <b>Attn: Scott Bade</b> <b>25900 W 11 Mile Road, STE 100</b> <b>Southfield, MI 48034</b>	MODIFICATION NO.:  <b>9</b>	EXECUTED DATE OF ORIGINAL CONTRACT:  <b>August 21, 2012</b>

ORIGINAL CONTRACT TERM DATES: August 21, 2012 through August 20, 2013      CURRENT CONTRACT TERM DATES: August 21, 2014 through August 20, 2015

**FOR TRAVIS COUNTY INTERNAL USE ONLY:**  
Original Contract Amount: \$716,797      Current Modified Amount: \$994,403

**DESCRIPTION OF CHANGES:** Except as provided herein, all terms, conditions, and provisions of the document referenced above as heretofore modified, remain unchanged and in full force and effect.

The above numbered contract is hereby modified as per attached Project Change Request to add an additional enterprise software module called Unity Integration Toolkit, which will allow third party applications to seamlessly connect to the Onbase Document Management System and is required for the existing public websites to integrate with Onbase for document viewing. As a result of this Contract Modification, the above contract is increased by \$10,000.

**Note to Vendor:**  
 Complete and execute (sign) your portion of the signature block section below for all copies and return all signed copies to Travis County.  
 DO NOT execute and return to Travis County. Retain for your records.

LEGAL BUSINESS NAME: _____	<input type="checkbox"/> DBA <input type="checkbox"/> CORPORATION <input type="checkbox"/> OTHER
BY: _____ SIGNATURE	
BY: _____ PRINT NAME	
TITLE: _____ ITS DULY AUTHORIZED AGENT	DATE: _____

TRAVIS COUNTY, TEXAS	DATE: _____
BY: _____ CYD V. GRIMES, C.P.M., CPPO, TRAVIS COUNTY PURCHASING AGENT	

TRAVIS COUNTY, TEXAS	DATE: _____
BY: _____ SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE	



## ***Statement of Work***

<b>Statement of Work No.</b>	15456
<b>Revision No.</b>	2
<b>Customer Name:</b>	Travis County, TX
<b>Project Name:</b>	Unity Integration Toolkit
<b>ImageSoft Contact:</b>	Kevin Kowalkowski
<b>Submitted Date:</b>	September 30, 2014

This Statement of Work is made and entered into by and between ImageSoft, Inc., a Michigan Corporation with its principal offices at 25900 West 11 Mile Rd, Suite 100, Southfield, MI 48034 ("ImageSoft"), and Travis County, a political subdivision of the State of Texas with its principal offices at 700 Lavaca Blvd., Austin, TX 78701 ("Customer"):

This Statement of Work ("SOW") is to be attached to and is hereby made a part of the Professional Services Agreement ("PSA") entered into by and between Customer and ImageSoft dated September 5, 2012.

Except as specifically modified by this Statement of Work, the PSA remains in full force and effect, and is hereby ratified, approved and affirmed.



## 1. Introduction

This SOW will cover the purchase of the OnBase Unity Integration Toolkit.

The Unity Integration Toolkit has been targeted for a number of purposes throughout the County. The immediate need identified is to allow documents to be retrieved from the Tiburon FACTS system by the user clicking a button. This will be consistent to the way users currently retrieve documents from Visiflow.

There are no ImageSoft Professional Services that are included in this Statement of Work. It is expected that all development work will be performed by Travis County/Tiburon Professional Services.

## 2. Pricing

The table below provides estimated pricing for software only.

<b>Hardware</b>				
None.				
<b>Hardware Subtotal</b>				<b>\$0</b>
<b>Software</b>				
	<b>Product</b>	<b>Unit Cost</b>	<b># Units</b>	<b>Cost</b>
<b>OnBase Software</b>				
Unity Integration Toolkit	UIIP1	\$10,000	1	\$10,000
<b>Software Discount</b>				<b>-\$2,000</b>
OnBase Annual Maintenance and telephone support	OBMAINT			\$2,000
<b>Software Subtotal</b>				<b>\$10,000</b>
<b>Services</b>				
	<b>Product</b>	<b>Unit Cost</b>	<b># Units</b>	<b>Cost</b>
None.				
<b>Services Subtotal</b>				<b>\$0</b>
<b>Total</b>				
<b>Grand Total</b>				<b>\$10,000</b>
<i>Pricing valid for 30 days</i>				

### 2.1 Payment Schedule

All payments will be due on a Net-30 day basis.



### 3. Approval

Signature is required to accept this SOW. By signing below each party agrees to the proposed project scope and authorizes work to begin.

<i>Agreed to:</i> <b>Travis County, TX</b> <b>700 Lavaca Blvd.</b> <b>Austin, TX 78701</b>	<i>Agreed to:</i> <b>ImageSoft, Inc.</b> <b>25900 West 11 Mile Rd, Suite 100</b> <b>Southfield, MI 48034</b>
By: _____ Authorized Signature	By: _____ Authorized Signature
Date: _____	Date: _____
Name (type or print): _____	Name (type or print): <b><u>Scott Bade</u></b>
Title (type or print): _____	Title (type or print): <b><u>President</u></b>
Project name: <b><u>Unity Integration Toolkit</u></b>	

<i>Internal Use:</i> Opportunity #: <u>15456</u>
Sales Order #: _____



**Dana DeBeauvoir** *Travis County Clerk*

PO Box 149325, Austin TX 78714-9325 | **Phone:** (512) 854-9188 | **Website:** [www.traviscountyclerk.org](http://www.traviscountyclerk.org)

## MEMORANDUM

TO: Scott Wilson

FROM: Dana DeBeauvoir, County Clerk

DATE: October 27, 2014

SUBJECT: **Contract # 4400001068 Modification Request**

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We request to modify the above referenced contract to add the OnBase Unity API module. This addition will allow third party applications to seamlessly connect to the Onbase Document Management System. This interface is required for our existing public websites to integrate with Onbase for document viewing. Any Travis County departments that are storing their documents in Onbase will be able to use this enterprise module.

If you have any questions, please contact Denise Bell at 512-854-3997.

Thank you for your assistance.

