COUNTY DEPARTMENT AGENDA REQUEST

Department:	Elections	Presenter(s):	Tom Sawyer
Meeting Date:	Thursday, March 24, 2011	Type of Request:	Consent

Wording for the Agenda:

Approval of staff's request to award Proposal #P781 to Sivad Business Solutions for the purchase of Imaging Software and three Fujitsu scanners, at a total cost of $10,550.00, for use by the Elections Department, including $2,865 to come from the County's Contingency Account.

Background/History/Details:

During the FY2010 budget process, the Board of Commissioners approved $7,661 to the Elections Department for the purchase of an imaging project to scan and record over 100,000 Voter Registration applications for the approximately 80,000 registered Fayette County voters; however, since the Elections Department was not able to forward a recommendation to the Board during FY2010, the Board approved to transfer the funds to the FY2011 budget at its August 26, 2010 meeting.

On January 28, 2011, an RFP was issued by the Purchasing Department for Imaging Software, and two proposals were received by the February 17, 2011 deadline. The Elections Department is recommending and requesting to award Proposal #P781 to Sivad Business Solutions due to its significantly lower price when compared to its competing vendor and since approximately 18 counties in Georgia are currently using the same product.

The bid from Sivad Business Solutions is an aggregate amount comprised of $8,000 for the Imaging Software and an additional $2,550 for three Fujitsu FL 6130 scanners. Elections is requested the Board's permission to utilize the $7,685 from Elections FY2011 budget and is further requesting the use of $2,865 from Contingency Funds for this purchase.

What action are you seeking from the Board of Commissioners?

Approve staff's request to award Proposal #P781 to Sivad Business Solutions for the purchase of Imaging Software and three Fujitsu scanners, at an aggregate cost of $10,550.00, and authorization to utilize $2,865 from the County's Contingency Account for this purchase.

If this item requires funding, please describe:

The aggregate cost of this request is $10,550.00. The Elections Department's Elections and Voter Registration Operating Budget has $7,685 for this purpose, and it would require an additional $2,865 from Contingency funds.

Has this issue come before the Commissioners in the past?	Yes	If so, when?	Thursday, August 26, 2010
Do you need audio-visual for the presentation?	No	Back-up Material Submitted?	Yes

STAFF USE ONLY

Approved by Finance	Yes	Reviewed by Legal	Yes
Approved by Purchasing	Yes	Approved by County Clerk	Yes
Administrator's Approval	Yes		

Staff Notes:

The County already uses imaging software known as Tyler Content Management (TCM) for a number of applications. However, the TCM module for elections/voter registration files was not adequate for Fayette County's use, thus other products were sought.

Fayette County
GEORGIA

Where Quality Is A Lifestyle

To: Jack Krakeel

From: Tim Jones TJ

Date: March 11, 2011

Subject: Proposal #P781, Imaging Software for Elections

Sealed proposals were requested for the subject item. A proposal tally sheet is attached for your review.

In Tom Sawyer's attached recommendation, Sivad Business Solutions, LLC was recommended based on the evaluation criterion and the lowest proposed amount of $10,550.00. I concur with Tom's recommendation, pending receipt of the required insurance certificate.

If this recommendation meets your approval, please place this item on the next available consent agenda. If any additional information is needed, please let me know.

TJ/tcb

Attachments

cc: Tom Sawyer

DATE : March 1, 2011

TO : Tim Jones, Purchasing

FORM : Tom Sawyer, Election Supervisor

Subject: IMAGING SOFTWARE FOR ELECTONS

It is my privilege to recommend Sivad Business Solutions for the Proposal # P781 - Imaging Software for Elections. The overriding factors for this recommendation is the cost that is substantial lower than the other vendor and the large number of other Georgia Counties that are currently using this software package.

PROPOSAL NUMBER #P 781

IMAGING SOFTWARE FOR ELECTIONS

PROPOSAL RESPONSES

		VENDOR	
		Municipal Code Corp	Sivad Business Solutions
1	INTERGRATE WITH THE STATE VOTER REGISTRATION SYSTEM (20)	20	20
2	ENSURE THE PRODUCT WILL MEET THE FUTURE NEEDS OF THE COUNTY (20)	20	18
3	RESPONDENT'S QUALIFICATIONS AND EXPERIENCE (15)	15	13
4	IMPLEMENTATION PLAN (15)	5	15
5	SERVICE AND SUPPORT (15)	15	12
6	COST (10)	5	10
7	REFERENCES (5)	2	5
	TOTAL SCORE (100)	82	93
	BID AMOUNT	$ 38,145.50	$ 10,550.00

COMMENTS

The Sales Proposal from SIVAD showed a total cost of $11,250, including $3,250 for a Publishing Module. We have determined that we do not need this module and can exclude this cost from their proposal. We are asking to include the three Fujitsu FL 6130 Descktop Scanners at a cost of $850 each or a total of $2,550.

A recap of the amount we are asking for is as follows:

Pricing Sheet - Software	$11,250.00
Less: Publishing Module	($3,250.00)
Plus: 3 Fujitsu FL 6130 Scanners	$2,550.00
TOTAL	$10,550.00

PROPOSAL NUMBER #P 781

IMAGING SOFTWARE FOR ELECTIONS

PROPOSAL RESPONSES

		VENDOR	
		Municipal Code Corp	Sivad Business Solutions
1	INTERGRATE WITH THE STATE VOTER REGISTRATION SYSTEM (20)	20	20
2	ENSURE THE PRODUCT WILL MEET THE FUTURE NEEDS OF THE COUNTY (20)	20	18
3	RESPONDENT'S QUALIFICATIONS AND EXPERIENCE (15)	14	14
4	IMPLEMENTATION PLAN (15)	10	15
5	SERVICE AND SUPPORT (15)	14	12
6	COST (10)	4	10
7	REFERENCES (5)	1	5
	TOTAL SCORE (100)	83	94
	BID AMOUNT	$ 38,145.50	$ 10,550.00

COMMENTS

PROPOSAL NUMBER: #P781

PROPOSAL NAME: IMAGING SOFTWARE FOR ELECTIONS

PROPOSAL RESPONSES

VENDOR:	TOTAL PROPOSED AMOUNT
1. MCCI, LLC.	$32,155
2. SIVAD BUSINESS SOLUTIONS, LLC.	$11,250.00

THE RESPONDENTS ABOVE ARE LISTED IN ALPHABETICAL ORDER

THE FOLLOWING COMPANIES DID NOT RESPOND

All companies were asked in writing to indicate the reason or reasons why they did not submit a proposal. None of the companies solicited to that are listed below complied with this request.

TYLER TECHNOLOGIES
3SI2, INC.
INNOPRISE SOFTWARE
MUNICIPAL SOFTWARE CORPORATION
ADEPT TECHNOLOGIES, INC.
INTERLOCKING SOFTWARE
ACCELA, INC.
WINDO WARE INC.
MIS, INC.
CRW SYSTEMS, INC.
ACCEPT SOFTWARE CORPORATION – MAIL RETURNED
ENERGOV SOLUTIONS – MAIL RETURNED
UNITED SOFTWARE – MAIL RETURNED

PROPOSAL# P781

PRICING SHEET

DESCRIPTION	UNIT PRICE	EXTENDED PRICE
IMAGING SOFTWARE FOR ELECTIONS AND ALL ASSOCIATED COST, INCLUDING LICENSES, ETC.	$ 8,750.00	$ 8,750.00
IMPLEMENTATION AND TRAINING	$ 2,500.00	$ 2,500.00
ANNUAL FIRM COST FOR MAINTENANCE AND SUPPORT AFTER THE FIRST YEAR FOR THREE ADDITIONAL YEARS.	$ 1,600.00 per year	$ 4,800.00
OPTION		
(3) FUJITSU FL 6130 SCANNERS	$ 850.00	$ 2,550.00

DESCRIPTION	TOTAL PROPOSED AMOUNT
SOFTWARE IMAGING FOR ELECTIONS	$ 11,250.00 (EXCLUDING THE SCANNERS & MAINTENANCE/SUPPORT)

Description of Software Proposed: aXs Info Document Management solution for Elections. Currently being used in over 18 GA County Election Offices.

State Payment Terms Net 30

Company Name: Sivad Business Solutions

Sales Proposal

Date: 2/16/2011
Trina Barwicks
Fayette County Purchasing Department
140 Stonewall Ave. West
Suite 101
Fayetteville
GA
30214

SIVAD

2021 Aldbury Lane
Woodstock, GA 30189
Telephone: 678-215-1705

Phone: 770-305-5420 Quote ID #: Fax:

Qty	Description	Price Each	Price Extended
1	aXs Info Document Management Workgroup Edition for Elections. Pricing includes 1st year's maintenance	$1,250.0000	$1,250.00
4	aXs Info scan/retrieve concurrent licenses. Price includes 1st year's maintenance	$687.5000	$2,750.00
1	Print driver for processing DDS cards Price includes 1st year's maintenance	$625.0000	$625.00
1	OCR for full text searching. Price includes 1st year's maintenance	$875.0000	$875.00
1	~~Publishing module with self running version of software. Price includes 1st year's maintenance~~	~~$3,250.0000~~	~~$3,250.00~~ Omitted
1	Implementation, configuration, integration of SOS voter file, and training	$2,500.0000	$2,500.00
3	Fujitsu FL 6130 Scanners	$850.00	$8,000.00 $2,550.00 $10,550.00 Requested.

Est. Shipping: ADD

Terms: Net 30 TOTAL: ~~$11,250.00~~

Customer Acceptance
By signing below, the customer warrants that he/she is authorized to place order on behalf of the company, accepts the terms of this agreement, authorizes Sivad Business Solutions (SBS) to order the equipment or software quoted herein, install the equipment or software at the customer's location, and remit timely payment to SBS. Returns are subjects to a 20% restocking fee. Professional services, once performed, are non-refundable. Customer agrees that invoiced amounts not paid to terms will be subject to late fees of 1and 1/2 per cent per month. All returns must be received by SBS within 30 days after shipment by SBS. All returns must be authorized by SBS.

Ron Davis

Customer Acceptance Date Sivad Business Solutions
Fayette County Purchasing Department

Prices are firm for 30 days from the date of this proposal and are subject to change without notice thereafter.

PROPOSAL# P781

PRICING SHEET

DESCRIPTION	UNIT PRICE	EXTENDED PRICE
IMAGING SOFTWARE FOR ELECTIONS AND ALL ASSOCIATED COST, INCLUDING LICENSES, ETC.	$ 24,795.50	$ 24,795.50
IMPLEMENTATION AND TRAINING	$13,350	$ 13,350
ANNUAL FIRM COST FOR MAINTENANCE AND SUPPORT AFTER THE FIRST YEAR FOR THREE ADDITIONAL YEARS.	$ 6,205.65 per year	$6,205.65 per year
OPTION		
(3) FUJITSU FL 6130 SCANNERS	$	$

DESCRIPTION	TOTAL PROPOSED AMOUNT
SOFTWARE IMAGING FOR ELECTIONS	$ 32,155 (EXCLUDING THE SCANNERS & MAINTENANCE/SUPPORT)

Description of Software Proposed: Electronic content management software.

State Payment Terms MCCi will bill 50% upon receipt of signed contract and remainder on upon completion of installation and training.

Company Name: MCCi, LLC.

MCCi [COST]

ECM SOFTWARE LICENSING	Quantity	Cost	Total
☑ Avante Server for SQL Express	1	$1,500.00	$1,500.00
☑ LF Records Management Module (Requires GAP)	1	$6,000.00	$6,000.00
☑ LF Full Named User *Includes Snapshot, Email, and Workflow*	7	$500.00	$3,500.00
☑ LF Starter Audit Trail, 10% Add On to All Named Users	7	$50.00	$350.00
☑ LF Plus Plug In Software **per station*	1	$3,795.00	$3,795.00
☑ OCR Scheduler for Laserfiche	1	$1,500.00	$1,500.00
☑ LF ScanConnect 5-pack	1	$660.00	$660.00
☑ LF Workflow		Included	Included
Document Management Software and Licenses Total			***$17,305.00***
3rd PARTY INTEGRATION TOOLS			
☑ DataNow Affinity Integration (1 to 10 users)	1	$1,500.00	$1,500.00
ANNUAL SOFTWARE SUPPORT - PREMIUM LSAP			
☑ Avante Server for SQL Express	1	$450.00	$450.00
☑ LF Full Named User *Includes Snapshot, Email, and Workflow*	7	$150.00	$1,050.00
☑ LF Starter Audit Trail, 10% Add On to All Named Users	7	$15.00	$105.00
☑ LF Plus Plug In Software **per station*	1	$1,898.00	$1,898.00
☑ OCR Scheduler for Laserfiche	1	$300.00	$300.00
☑ LF ScanConnect 5-pack	1	$200.00	$200.00
☑ LF Workflow	0	Included	Included
☑ DataNow Affinity Integration (1 to 10 users)	1	$300.00	$300.00
☑ First Year Managed Services for Affinity	1	$562.50	$562.50
☑ First Year Managed Services	1	$1,125.00	$1,125.00
Annual Support Total *For budgetary purposes, the Client should include $6205.65 in annual budget for renewal of LSAP and Managed Services of the above quoted software.*			***$5,990.50***
MCCi PROFESSIONAL SERVICES			
☑ GAP Analysis, per day	1	$2,500.00	$2,500.00
☑ Basic Onsite Installation & Training of software, per day *Workflow training and installation excluded. Travel expenses included.*	2	$2,100.00	$4,200.00
☑ Affinity Set Up and Configuration, up to 1 application	1	$2,500.00	$2,500.00
☑ MCCi Project Management Services		N/A	$4,100.00
☑ Shipping and Handling Fee for Laserfiche Software			$50.00
Total Project Cost			***$38,145.50***