



**Agenda Action Form Overview**

Approval to Enter into A Contract with Tylor Technologies to Purchase Eagle System Software at \$487,106 for the Office of Register Of Deeds.

**Background/Justification**

The Register of Deeds' office is requesting that the County of Durham execute a contract with Tyler Technologies, Inc for the purchase of Eagle Recorders software. The Register of Deeds has performed its due diligence by attending several demonstrations by numerous vendors for software to enhance the Register of Deeds' office's operations. The malware attack of March 2020 delayed the acquisition of new software; however, it solidified the need to seek a new system with enhancements to improve the workflow and day to day operations in the office. The current software in the ROD office was initially purchased in 1999, with several updates over the years; however, technology has been developed over the years, which has led to a need for a new system.

**Policy Impact**

The purchase of new software is consistent with current policies. The office of the Register of Deeds has followed the guidelines set forth by the County of Durham. The proposal has been reviewed by our IS&T Department, Legal, and Finance and complies with the policies that are in place. The approvals necessary are attached to the agenda action request found in Legistar. No exceptions to the current policy are required.

**Procurement Background**

**Type of purchase**

- ☐ Goods
- ☒ Services
- ☐ Architect, Engineer, or Surveyor Services
- ☐ Construction and Repair

**Did this purchase request go through a bid process? Yes ☐ No ☒**

*Goods: Bids required if  $\geq$  \$30,000, BOCC approval if  $\geq$  \$90,000*

*Services: Bids required if  $\geq$  \$30,000, BOCC approval if  $>$  \$40,000*

*Construction/Repair work: Bids required if  $\geq$  \$30,000, BOCC approval if  $\geq$  \$500,000*

If yes, attach a copy of the bid tab and the minority and women business enterprise (MWBE) compliance review form provided by the Purchasing Division.

If no, why?

- ☐ Sole source exemption
- ☒ Cooperative purchasing program exemption
- ☐ State and federal contract exemption



- ☐ Contract is an amendment to an existing contract
- ☐ Other (please explain)

\_\_Sourcewell (formerly National Joint Power Alliance (NJPD) Purchasing Program meets bid exemption requirements. Tyler is a member of Sourcewell (Formerly Known as NJPD) under member number 109820. Whereas, Tyler participated in the competitive bid process in response to Sourcewell RFP # 110515 by submitting a proposal, on which Sourcewell awarded Tyler a Sourcewell contract which the Durham County Register of Deeds desires to purchase off the Sourcewell Contract to procure Eagle Recorder Software functionality from Tyler, which Tyler agrees to deliver according to the Sourcewell Contract. Purchasing has reviewed the Tyler Contract and the bid from Tyler to Sourcewell.

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**If exempted from bidding, has this request been reviewed and approved by the Purchasing Division in the Legistar system? Yes ☒ No ☐**

If no, why?

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**Fiscal Impact**

This project will be funded through the Register of Deeds Automation Enhancement and Preservation Fund established by NC General Statute 161-11.3. The funds are set aside in a non-reversing fund annually to be used for computer or imaging technology and needs associated with preserving and storing public records in the Register of Deeds' office. The initial purchase will be with 100% of Automation Funds. Subsequent years maintenance will be paid from the ROD general fund-Miscellaneous contracting Services.

The cost savings annually after the installment is approximately \$100,000.00 per year.

**Recommendation**, The County Manager recommends that the Board approve the contract between Tyler Technologies and the County of Durham of \$487,106.00, with funds from the current Register of Deeds 418023000 fund center in the amount of \$300,000.00 and the remainder of the funds from a Budget Amendment from Automation Funds for \$187,106.00. The approval of this request will allow the Register of Deeds office to purchase the software solutions from Tyler Technologies, Inc. After implementing this project, \$100,000.00 will be saved annually in maintenance support fees.