

ITEMS REQUIRING BOCC APPROVAL

(1 Item)

1. CONTRACT MANAGEMENT SOFTWARE -- INFORMATION, TECHNOLOGY & SUPPORT SERVICES (ITSS)
FUNDING -- DOCUMENT MANAGEMENT

(Single Source)

#18-2025 Contract

		Konica Minolta Business Solutions U.S.A., Inc.	
Software and Licenses (one time cost)	Qty.	Unit Price	Extended Price
Onbase Agenda License	1	\$5,000.00	\$5,000.00
Agenda to Go License	1	\$5,000.00	\$5,000.00
Onbase Agenda Concurrent Client License	1	\$500.00	\$500.00
Workflow/Work View Concurrent Client SL (21-50) License	30	\$2,400.00	\$72,000.00
Subtotal			\$82,500.00
Annual Maintenance			
Onbase Agenda Maintenance		\$1,000.00 per year	
Agenda to Go Maintenance		\$1,000.00 per year	
Onbase Agenda Concurrent Client Maintenance		\$100.00 per year	
Workflow/Work View Concurrent Client SL (21-50) Maintenance		\$14,400.00 per year	
First Year Maintenance			\$16,500.00
Total			\$99,000.00
Configuration Services Estimate	Hours	Hourly Rate	
Agenda Management	500 - 800 hours	\$181.86	
Contract Management	350-650 hours	\$181.86	

BOARD OF BIDS AND CONTRACTS JULY 12, 2018

On the recommendation of Paul Regehr, on behalf of the Division of Information, Technology & Support Services, Richard Powell moved to **accept the quote from Konica Minolta Business Solutions U.S.A., Inc. for software and licenses at a cost of \$82,500.00, first year maintenance of \$16,500.00, and a contracted rate of \$181.86 per hour for configuration services.** Talaya Schwartz seconded the motion. The motion passed unanimously.

The software cost estimate above reflects the licensing and maintenance costs of the OnBase modules necessary to implement the Sedgwick County agenda and contract management project.

Note: The county currently has a master services and sales agreement with Konica Minolta Business Solutions U.S.A., Inc. entered into on July 5, 2017. The project was presented to the Board of County Commissioners at the July 10, 2018 staff meeting. Presentation is enclosed.

The agenda management cost is a range from 500 hours (\$90,930.00) to 800 hours (\$145,488.00).
The contract management cost is a range from 350 hours (\$154,581.00) to 650 hours (\$263,697.00).
Based on the hourly rate of \$181.86 for both services.

Questions and Answers

Tim Kaufman: We have a lot of staff here. I'd like to see if anyone would like to give an overview of the project and talk about what we are trying to accomplish with this purchase.

Jessica Ostmeyer: Anna Meyerhoff and I are the project managers on this OnBase system. The system is going to take care of contract management across the county but then also redo how we do the agenda preparation for the county commission meetings. This has been a project that has been ongoing for seven months but discussed in meetings prior to that at least a year in advance. In the agenda packets for today's meeting, we included a powerpoint that was presented to the commissioners at the Tuesday, July 10th staff meeting, with an overview for them on how we got to where we are now and what this project entails.