

**ITEMS REQUIRING BOCC APPROVAL**  
**January 6, 2022**  
**(4 Items)**

**1. ON-CALL SIGN LANGUAGE SERVICES -- VARIOUS DEPARTMENTS**

**FUNDING -- VARIOUS DEPARTMENTS**

(Request sent to 80 vendors)

RFP #21-0064 Contract

	<b>Interpreters Unlimited, Inc.</b>	<b>Visual Language Professionals, LLC</b>
In-Person Standard Service Hourly Rate	\$75.00 (2 hour minimum)	\$50.00 (2 hour minimum)
Automated Systems (video and other electronic devices) Standard Service Hourly Rate	\$75.00	\$50.00 If Sedgwick County platform is used prescheduled (2 hour min & after 2 hrs will be billed in 15 min increments)
		\$1.50/minute If VLP's platform is used on-demand
		\$50.00 If VLP's platform is used prescheduled (2 hour minimum)
In-Person Emergency Service Hourly Rate	\$75.00 (2 hour minimum)	\$93.75 (2 hour minimum)
Automated Systems (video and other electronic devices) Emergency Service Hourly Rate	\$75.00	\$93.75 If Sedgwick County platform is used prescheduled (2 hour min & after 2 hrs will be billed in 15 min increments)
		\$1.50/minute If VLP's platform is used on-demand
		\$93.75 If VLP's platform is used prescheduled (2 hour minimum)
Client No Show Fee	<b>2 Hour Minimum or Time Booked (Whichever Is Greater)</b>	<b>2 Hour Minimum or Time Booked (Whichever Is Greater)</b>
In-Person Standard Service Non-ASL Sign Language Interpreting Hourly Rate		\$60.00 (2 hour minimum)
Automated Systems (video and other electronic devices) Non-ASL Sign Language Interpreting Standard Service Hourly Rate		\$60.00 If Sedgwick County platform is used prescheduled (2 hour min & after 2 hrs will be billed in 15 min increments)
		\$1.50/minute If VLP's platform is used on-demand
		\$60.00 If VLP's platform is used prescheduled (2 hour minimum)
In-Person Emergency Non-ASL Sign Language Interpreting Service Hourly Rate		\$100.00 (2 hour minimum)
Automated Systems (video and other electronic devices) Non-ASL Sign Language Interpreting Emergency Service Hourly Rate		\$100.00 If Sedgwick county platform is used prescheduled (2 hour min & after 2 hrs will be billed in 15 min increments)
		\$1.50/minute If VLP's platform is used on-demand
		\$100.00 If VLP's platform is used prescheduled (2 hour minimum)

On the recommendation of Jaimee Witmer, on behalf of various departments, Anna Meyerhoff-Cole moved to **accept the proposals for on-call sign language services from Interpreters Unlimited, Inc. and Visual Language Professionals, LLC (VLP) at the rates listed above for a period of three (3) years with two (2) one (1) year options to renew.** Brandi Baily seconded the motion. The motion passed unanimously.

A committee comprised of Jeannette Livingston - CDDO; Brad Ashens and Sandra Reichenberger - Health Department, Itress Tackett and Samantha Hebbard - COMCARE; Jarod Scott - Sheriff's Office; and Jaimee Witmer - Purchasing, evaluated all proposal responses based on the criteria set forth in the RFP. The committee unanimously agreed to accept the proposals from the vendors listed above.

Sedgwick County serves clients that may be hearing impaired. The county seeks to provide services that all can access. This includes competent language assistance to individuals with communication needs, such as sign language interpretation. By providing this service, the county is able to meet grant and contract requirements of some programs.

The county has historically provided this on-demand service that many departments utilize. For example, the Sedgwick County Developmental Disability Organization (CDDO) conducts intakes and functional assessments for individuals with intellectual/developmental disabilities and regularly requires use of sign language interpreters. In particular, the CDDO requires, on multiple occasions, tactile sign language for individuals that are both deaf and blind. Some intakes and assessments may be completed via virtual platform but those needing a tactile sign language interpreter would require an in-person interpreter.

The requested services will consist of providing American Sign Language and Tactile Sign Language interpretation on an as-needed basis for county programs and services at various county and community facilities. In addition, interpretation can include medical content and may include work in the field such as home visits, outreach, and medical/emergency calls.

Notes:

**Standard Services:**

Interpretation for standard services is required, which would include meetings and appointments that are scheduled with advance notice during standard business hours (Monday-Friday, 8:00 am - 5:00 pm).

**Emergency Services:**

Services that are required within two (2) hours' notice or are needed during the evening, weekend, and possibly holiday, are considered emergency services. These include services in settings where the need for sign language interpretation services cannot be planned for in advance, which would be considered on-call emergency notice. In addition, there are county programs or services that operate 24/7 that may require sign language interpreting services after standard business hours.

I would like to start with saying this is a proposal not a bid. Proposals are scored based on criteria set forth in the RFP. There are five (5) components to this RFP.

Component	Points
a. Experience interpreting for the deaf and hard of hearing, deaf-blind, or speech-impaired individuals.	20
b. Primary Staff Qualifications	20
c. Firm Availability	20
d. References	20
e. Cost	20
Total Points	100

**Questions and Answers**

Brandi Baily: The last four items listed on the table, for Interpreters Unlimited, it's not highlighted and do they just not offer the service or, is that included in some of the pricing up above?

Jaimee Witmer: The last four items were not originally listed in the RFP. When we were in committee review that came up, that certain departments would require possibly from time to time, but it's a rare occurrence. Interpreters Unlimited Inc. said they were not comfortable providing that service because they didn't know that they could accommodate Sedgwick County in those areas. The other vendor, Visual Language Professionals said that they can take care of that for us.

**BOARD OF BIDS AND CONTRACTS JANUARY 6, 2022**

**2. TAX FORECLOSURE TITLE SEARCH SERVICES -- VARIOUS COUNTY DEPARTMENTS**

**FUNDING -- VARIOUS COUNTY DEPARTMENTS**

(Request sent to 13 vendors)

RFP #21-0068 Contract

	AGold Services, Inc. dba ProTitleUSA	Security 1st Title LLC
Tax Foreclosure Title Search	\$95.00	<b>\$135.00</b>
Tax Foreclosure Title Search including a Chain of Title report of all owners in the last 40 Years	\$195.00	<b>\$175.00</b>

On the recommendation of Jaimee Witmer, on behalf of the various departments, Anna Meyerhoff-Cole moved to **accept the proposal from Security 1st Title LLC at the rates listed above for a one (1) year with two (2) one (1) year options to renew.** Joni Wilson-Colby seconded the motion. The motion passed with Brandi Baily recusing herself.

A committee comprised of Brandi Baily, Randy Bargdill, and Christine Wilson - Treasurer's Office; Kimberly Stigall - Register of Deeds; and Shari Masterson - County Clerk's Office, evaluated all proposal responses based on the criteria set forth in the RFP. The committee unanimously agreed to accept the proposal from Security 1st Title LLC.

This contract will serve the county's Title Search needs as they primarily relate to Tax Foreclosure proceedings. However, this contract may be used by any department for any purpose that falls within the defined Scope of Work. In addition, the county may choose to bid or issue RFPs for like services based on specific project needs, budget, etc.

In 2020, the county requested 570 searches and conducted two (2) Sheriff's Office sales related to the Tax Foreclosure proceedings. The county will generally request title reports for parcels to be included in the upcoming Tax Foreclosure proceedings in the third quarter of each year. The requests will be made in two (2) installments, the timing of which is dependent on the tax sale schedule (May-August). The average installment includes approximately 250 - 350 parcels.

Notes:

This service comes at no cost to the County. The abstract fees are a "buyer" based fee which are charged to individuals who come in to redeem and remove their property from the sale, or charged to the buyer of the property at auction. The title company is paid once all proceeds from the sale are processed and recorded. Previously, the contracted rate per search, including the 40 year search, was \$160.00.

I would like to start with saying this is a proposal not a bid. Proposals are scored based on criteria set forth in the RFP. There are five (5) components to this RFP.

Component	Points
a. Demonstrated ability to perform the scope of work	20
b. Process and strategy for providing required services	20
c. Cost competitiveness	20
d. Qualifications and references	20
e. Response and thoroughness and completeness	20
<b>Total Points</b>	<b>100</b>

**Questions and Answers**

Anna Meyerhoff-Cole: How often do we do just the Tax Foreclosure Title search versus the title search the includes the chain report of 40 years?

Randy Bargdill: Every year, around the first of September we select properties for foreclosure. These are properties that have about four years of unpaid taxes. However many there are in the bunch, is then set over to our outside attorneys, who in-turn forward to the title search company. In each case, if there are 300, 500, 1,000 whatever there is, that we will request a title search, a 40 year title search for each one.

Anna Meyerhoff-Cole: So every one, you'll do a 40 year search?

Randy Bargdill: That is correct, we'll do a search on each parcel.

Russell Leeds: So to follow-up on Anna's question, we have two prices here, we have the tax foreclosure title search only and then with the 40 year, how frequently do we use the first item without the 40 year search? That was kind of the question, since the pricing is so different on that line item.

Randy Bargdill: We use the 40 year search in every instance. These cases are filed in District Court and what we've found is by doing a 40 year search, we're able to come up with anybody that might possibly have any claim to the property. As a result of going that route we don't have any overturned cases if somebody contests it.

**BOARD OF BIDS AND CONTRACTS JANUARY 6, 2022**

**3. OFFICE SUPPLY CATALOG SOLUTIONS -- VARIOUS COUNTY DEPARTMENTS**

**FUNDING -- VARIOUS COUNTY DEPARTMENTS**

(Joint Governmental Services - Sourcewell Contract #012320-SCC)

#21-2072 Contract - Online Catalog

	<b>Staples Contract &amp; Commercial LLC</b>
Core List - approximately 24,000 items	<b>Online catalog pricing, special quotes, and service representative quotes</b>
Non-Core - approximately 300,000 items	
Sourced Goods	
Print & Copy Program	
Promotional Products	
Technology Products	
Managed Print Services	

On the recommendation of Joseph Thomas, on behalf of various county departments, Brandi Baily moved to **utilize Sourcewell Contract #012320-SCC with Staples Contract & Commercial LLC (Staples) good through April 6, 2024 with a one (1) year option to renew.** Anna Meyerhoff-Cole seconded the motion. The motion passed unanimously.

Staples is the current office supply products provider for the county. Utilizing the Sourcewell contract will allow county users to continue to have access to office supplies, classroom and office furniture, technology, facility and breakroom supplies, promotional items, and managed printing services.

The county accesses these items through the Staples' online punch-out catalog system.

Notes:

County expenditures over the last 12 months were \$422,027.31.

Sourcewell contracts normally yield estimated savings of up to 15% vs. competitor contract offerings and up to 30% vs. online, retail, or similar programs/offerings.

**BOARD OF BIDS AND CONTRACTS JANUARY 6, 2022**

**4. SERVER CLUSTER -- DISTRICT COURT INFORMATION TECHNOLOGY (DCIT)**

**FUNDING -- COURT TECHNOLOGY**

(Joint Governmental Purchase - NCPA Contract #01-96)

#22-2003 S/C # Pending

	<b>Ramsys Storage Solutions</b>
	<b>Price</b>
<b>Scale Computing HC1250Z 10GbE High Availability Cluster</b>	
HC1250Z HA 3 Node Cluster 83.52TB / 41.76TBu, 768GB RAM	<b>\$73,218.00</b>
<b>Installation Service</b>	
Professional Services Installation	<b>\$745.00</b>
<b>Grand Total</b>	<b>\$73,963.00</b>

On the recommendation of Jaimee Witmer, on behalf of District Court Information Technology (DCIT), Anna Meyerhoff-Cole moved to **accept the quote from Ramsys Storage Solutions based on NCPA Contract #01-96 in the amount of \$73,963.00.** Brandi Baily seconded the motion. The motion passed with Joni Wilson-Colby recusing herself.

DCIT needs to purchase a replacement Scale Computing High Availability Server Cluster because the vendor is no longer supporting the hardware in the current system. The present server cluster was originally intended to run 10 to 14 virtual servers, but in time the technology needs have increased as 29 virtual servers are currently used, which is very taxing on the system. These servers include District Court's mail exchange server, several imaging servers, database servers, and storage servers that house programs and documents that allow the courts to function daily.

Moving to this new high availability cluster will provide the means to future proof the system and provide the additional processing power needed for future growth. The increased storage space would be beneficial as District Court transitions to audio recordings of the court records and video recordings from Zoom sessions, which takes up vastly more space for the time recorded. The additional processing power would also allow staff to access data and run applications faster and more efficiently.

**Questions and Answers**

Russell Leeds: I guess the only question that I have is, Purchasing, through the NCPA contract from Ramsys Storage, who provides the maintenance on this? Is this in-house maintenance or does it have a warranty? Or, how is that going to be managed?

Jaimee Witmer: This purchase includes a one year warranty and after that time we'll be looking at Ramsys to provide maintenance and support for this system.

Russell Leeds: After the first year?

Jaimee Witmer: Yes.