

ITEMS REQUIRING BOCC APPROVAL
November 9, 2023
(6 Items)

1. ON-CALL MARKETING SERVICES -- DEPARTMENT OF AGING AND DISABILITY
FUNDING -- DEPARTMENT OF AGING AND DISABILITY
 (Contract Extension)

Contract #4605-12 / 34-21-000068

	Apples & Arrows
On-Call Marketing Services	Contract extension for an additional period beginning February 25, 2024 through September 30, 2024.

On the recommendation of Jaimee Witmer, on behalf of Department of Aging and Disability, Tim Myers moved to **extend the original contract term for On-Call Marketing Services with Apples & Arrows for an additional period beginning February 25, 2024 through September 30, 2024.** Brandi Baily seconded the motion. The motion passed unanimously.

Sedgwick County Department of Aging and Disability requests the extension of the current On-Call Marketing contract to the end of September 2024 as it is the end of the agency's federal fiscal year.

Department of Aging and Disability's marketing and advertising is paid out of federal Older Americans Act dollars and currently has contracted marketing work that is in progress through early 2024. Allowing this extension will provide consistency with current marketing and outreach efforts through the end of the federal fiscal year and ensure completion of the already planned marketing campaign which began November 1, 2023.

Notes:

The current contracted rates, as set forth in the original contract beginning February 25, 2021 through February 24, 2024 as shown below, will remain the same through the duration of the extension.

Quarterly Marketing Plans - \$4,000.00
Design Support - \$100.00
Copy Writing - \$100.00
Videography - \$200
Photography - \$180.00
Production - \$150.00

The spend for CFY22 (1/01/22 – 12/31/22) was \$25,741.91.
 The spend for CFY23 (1/01/23 – 11/01/23) currently is \$25,019.57.

Questions and Answers

Brandi Baily: Are we happy with the services they are providing us now?

Monica Cissell: Absolutely, yes. Very happy with the service.

Brandi Baily: Is it the plan, when this one expires, to go out for bid on a new contract or is there another option to renew?

Monica Cissell: From what I understand, we will be going out for bid again.

Jaimee Witmer: There are no current options left to renew.

Greg Gann: My question is more internal. Is the marketing effort coordinated with County Communications?

Jaimee Witmer: When we originally put this contract out that we're extending, we discussed this with the Internal Communications group and this was a bit outside of what they could currently handle so we elected to put this contract out in place so they could focus on this because this is time sensitive and Communications has the other county advertisements and marketing items as well. That is why this is specific to this department.

Monica Cissell: They primarily do Central Plains Area Agency on Aging marketing work for us and Sedgwick County Communications does more of the Sedgwick County things that we need. The last couple of years we have used Apples & Arrows to do larger campaigns like the one that started in November is our Ages of Awareness Campaign, which we are using federal dollars for, and the last campaign was a Caregiver Campaign. It was quite expensive, several months, and then multimedia. We work with them on those bigger, broader marketing efforts.

Brandi Baily: The pricing will stay the same as what we are currently paying?

Monica Cissell: Correct.

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2. SAP CLOUD SERVICES/DOCUSIGN -- ENTERPRISE RESOURCE PLANNING (ERP)

FUNDING -- ENTERPRISE RESOURCE

(Single Source)

#23-2082 S/C #8000225338

	SAP America, Inc.
SAP Cloud Services - SAP Signature Management by DocuSign, HR	
Period 1 from 12/01/2023 to 11/30/2024	\$15,618.96
Period 2 from 12/01/2024 to 11/30/2025	\$16,134.39
Period 3 from 12/01/2025 to 11/30/2026	\$16,666.82
Period 4 from 12/01/2026 to 11/30/2027	\$17,216.83
Period 5 from 12/01/2027 to 11/30/2028	\$17,784.99
Total	\$83,421.99

On the recommendation of Lee Barrier, on behalf of Enterprise Resource Planning (ERP), Greg Gann moved to **accept the quote from SAP America, Inc. in the amount of \$83,421.99 for a period of five (5) years.** Brandi Baily seconded the motion. The motion passed unanimously.

ERP has been using this service since 2018 as a part of the Recruiting and On Boarding modules in SuccessFactors. It allows candidates to digitally sign their offer letters and new employees to digitally sign new hire paperwork.

Notes:

Previous annual rate: \$15,120.00 for a period of five (5) years for a total \$75,600.00.

There is a 3.3% annual increase in each period.

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**3. SAP BASIS MONITORING AND SUPPORT -- ENTERPRISE RESOURCE PLANNING (ERP)
FUNDING --ERP**

(Single Source)

#23-2083 S/C # Pending

	1st Basis Consulting, LLC		
	Cost per Hour	Cost per Month	36 Months
SAP Monitoring 24/7		\$3,074.00	\$110,664.00
Time and Materials Rate (items outside scope of work)	\$120.00		

On the recommendation of Lee Barrier, on behalf of Enterprise Resource Planning (ERP), Brandi Baily moved to **accept the quote from 1st Basis Consulting, LLC (1st Basis) at the rates quoted above for a term of three (3) years.** Greg Gann seconded the motion. The motion passed unanimously.

1st Basis is the consulting service that provides Basis Support Services for the on-premise ECC system.

1st Basis manages day-to-day operations and analyzes the system looking for any possible issues and notifies ERP:

- Before an issue becomes critical.

- Provides notifications when memory is running low.

- When speeds or performance are running poorly.

- Notifies ERP when an update is needed to avoid a security risk and other system issues.

Notes:

6% overall increase in annual rate from previous contract, first increase in ten (10) years.

Questions and Answers

Russell Leeds: What is the on-premise ECC. What is the acronym stand for?

Gina Gillespie: Enterprise Central Component system is what the actual acronym stands for. We are currently using that for our financial system that we are still running on-premise.

Tim Meyers: Is the increase 6% per year or is it 6% total?

Lee Barrier: Gina, that 6% increase was a total overall in the contract rate, not per year, correct?

Gina Gillespie: Just a 6% increase overall, yes.

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4. TAX SYSTEM SOLUTION -- VARIOUS DEPARTMENTS

FUNDING -- TRB

(Single Source)

#23-2084 Contract

	Manatron, Inc. dba Aumentum Technologies
	Cost
One-Time Set-up and Implementation Fee (due at contract signing)	\$9,000.00
Year 1: 01/01/2024-12/31/2024 Application Hosting Annual Service Fee	\$103,500.00
Year 2: 01/01/2025-12/31/2025 Application Hosting Annual Service Fee	\$103,500.00
Year 3: 01/01/2026-12/31/2026 Application Hosting Annual Service Fee	\$103,500.00
Year 4: 01/01/2027-12/31/2027 Application Hosting Annual Service Fee	\$103,500.00
Total	\$423,000.00

On the recommendation of Lee Barrier, on behalf of various departments, Tim Myers moved to **accept the quote from Manatron, Inc. dba Aumentum Technologies in the amount of \$423,000.00 for a period of four (4) years.** Russell Leeds seconded the motion. The motion passed 3 out of 5 with Brandi Baily and Greg Gann abstaining.

The county is in the beginning stages of upgrading the county's tax system provided by Manatron, Inc. (Aumentum Technologies) to the newest software version called Platform. The first phase of the upgrade is to move the county's on-premise test and production environments to a vendor hosted/cloud solution.

As part of the hosting services, Aumentum Technologies will provide security of the hosting environment to prohibit unauthorized access and protect the county's IT assets. The vendor will also manage and develop all patches, releases, fixes, and scripts provided by Aumentum Technologies.

The switch to hosted services also includes Aumentum Managed Services which provides system and end-user support with 24/7/365 monitoring, application tuning, and system performance reporting.

The tax system is primarily used by the Clerk, Treasurer, and Appraiser. The Aumentum Technologies solution has been in use by Sedgwick County for over 15 years and the county has been satisfied with the service and support provided.

Notes:

One-time Set-up fee, Implementation fee and Year 1 of Application Hosting Annual Service fee will be funded by the Clerk's Office.

Years 2-4 Application Hosting Annual Services fee will be funded by TRB (Technical Review Board).

Questions and Answers

Russell Leeds: Currently is this system hosted on our server and this is a move away from that to a cloud-based system? 2024 will be the first year that we move away from a server-based to the cloud-based? They'll start migrating in 2024?

Kelly Looney: Right.

Russell Leeds: Obviously we're satisfied we're moving to their new platform and we're migrating to a cloud-based, web-based service?

Kelly Looney: Yes.

Russell Leeds: And IT is obviously comfortable with that?

Kelly Looney: Very comfortable.

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**5. GOVERNMENT RELATIONS AND CONSULTING SERVICES -- VARIOUS DEPARTMENTS
FUNDING -- COUNTY MANAGER**

(Single Source)

#23-2085 Contract

	Thorn Run Partners, LLC
Professional services to provide federal legislative consulting and grant services	\$6,500.00/month

On the recommendation of Joe Thomas, on behalf of various departments, Greg Gann moved to **establish contract pricing as shown above with Thorn Run Partners, LLC effective January 1, 2024 through December 31, 2025**. Brandi Baily seconded the motion. The motion passed unanimously.

Thorn Run Partners, LLC advises and provides federal government relations and consulting services on issues affecting the county working with appropriate policy makers in the United States legislative and executive branches to facilitate the county's federal objectives.

Thorn Run Partners, LLC will consult and advise on federal budget processes, grant programs, regulations, legislation, and policy.

Notes:

Thorn Run Partners, LLC has provided these services to the county for many years and the county has been very satisfied with their services.

Questions and Answers

Greg Gann: Just for clarification, this is just for federal, correct?

Joe Thomas: That is what I understand, yes.

Tim Myers: According to our notes, this is a vendor that we have used for several years and have been very satisfied with their service?

Joe Thomas: Yes.

Brandi Baily: Is the price consistent to what we've been paying.

Joe Thomas: Yes and it is a good price.

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6. PRINT GOODS AND SERVICES -- VARIOUS DEPARTMENTS

FUNDING -- VARIOUS DEPARTMENTS

(Joint Governmental Purchase - University of California RFP #001811-FEB2020; OMNIA Partners Contract #2020002755)

#23-2086 Contract

	Canon Solutions America
Print Goods and Services	See Canon Solutions America price list at the link below

On the recommendation of Jamie Witmer, on behalf of various departments, Brandi Baily moved to **establish a contract with Canon Solutions America utilizing the University of California RFP #001811-FEB2020; OMNIA Partners Contract #2020002755 good through December 15, 2025 with options to renew for five (5) additional one (1) year periods through December 15, 2030.** Tim Myers seconded the motion. The motion passed unanimously.

The county has had a contract in place with Canon Solutions America since 2019 for multi-function printers and various solutions and departments have been pleased with the service and products available through the cooperative agreement.

Notes:

The University of California conducted a competitive solicitation process and received seven (7) sealed proposals.

OMNIA Partners cooperative pricing can be found at the link below:

<https://www.omniapartners.com/suppliers/canon-solutions-america/public-sector/contract-documents#contract-395>

In 2022, the county spent \$251,193.61 utilizing this contract.

Questions and Answers

Brandi Baily: Is this a service that is used in every county department?

Jaimee Witmer: As far as?

Brandi Baily: Does every county department have a Canon printer? This would affect every department?

Jaimee Witmer: I'm not sure if every department has a Canon printer but they could. Any department in the county is available to utilize this cooperative.

Brandi Baily: That is what I'm getting to.

Jaimee Witmer: Yes. This is available to any department to utilize this contract and this contract pricing that is available to us. Like the Konica contract that we have in place, any department is available to utilize this.

Tim Myers: So if we decided that we want to go with Konica or Canon, we now would have contracts for either?

Jaimee Witmer: Correct. We have both.