



Agenda Item Number: 2008-8-6A

BERNALILLO COUNTY BOARD OF COUNTY COMMISSIONERS

Meeting Date: August 26, 2008

Department: County Clerk **Staff Contact:** Maggie Toulouse Oliver, Clerk
Michael Garcia, Deputy County Clerk
Julie M. Baca, DCM Community Services

TITLE: Sole Source Award to Tyler Corporation/ Eagle recorder

ACTION: Motion to approve:

1. The sole source procurement to Tyler Corporation/ Eagle Division for the purchase of software upgrades for the Recording and Filing Department.
2. The sales Agreement and the Software Support Maintenance Agreement with Tyler Corporation/ Eagle Division in the amount of \$104,082.00 (including NMGRT).
3. Financial Resolution FR -2008 increasing the FY 2008 budget \$104,082.00 (including NMGRT).

SUMMARY:

In June 2007 the Clerk's office successfully converted its Recording and Filing software package from CRIS + to Eagle Recorder. The software upgrade provides the capability for electronic digital recording, "eRecording" and for "eCommerce", providing for online purchases via Credit card and Pre-pay or Draw-down accounts.

1. The software is compliant with Property Records Industry Association, (PRIA) standards.
2. Manual recording tasks are automated by digitally imprinting document labels; documents are index ready, rejected documents are automatically returned to the submitter.
3. Electronic documents are processed in minutes vs. days.
4. Documents and data are returned to submitter electronically.
5. Ability to manage increasing document volumes more efficiently and more accurately while boosting office productivity without adding staff.
6. Provides for the convenience of online transactions, eliminating the need for the public to drive downtown.

The County Clerk requests approval of an expenditure of \$104,082 from the Recording and Filing Fund for the purpose of upgrading the current Eagle Recorder software to eQuickdocs and eCommerce for EagleWeb.

ATTACHMENTS:

1. Sales Agreement Amendment #1
2. Financial Resolution
3. Original Sales Agreement
4. Sole Source Determination

FISCAL IMPACT

The funding is available in the Clerk's Recordings and Filing Fund in accordance with NMSA 1978, Section 14-8-12.2 regulations.

STAFF ANALYSIS SUMMARY

COUNTY MANAGER

Upgrading the current software will expedite the recording of documents and will allow the Clerks office to accept payments via the internet therefore cutting costs and time to the public and professional offices such as title companies and the real estate industry. This will also bring the Clerk's office into compliance with the new rules and regulations established by the state for e-Recording and will bring the Clerk's office into the 21st Century. I recommend Board approval. 8/21/2008

DEPUTY COUNTY MANAGER FOR COMMUNITY SERVICES

Approval of this item and upgrading the current Eagle Recorder software to eQuickdocs and eCommerce for EagleWeb allows for more efficient public access to digital recordings, and online purchases via credit card, pre-pay, or draw-down accounts. BCC approval of this purchase and subsequent approval of the agreement is recommended. JMB 8/21/2008

LEGAL

The Recording and Filing Fund may be utilized for expenditures of the type. Given the amount of the expenditure, commission approval is required. Agreement approved as to form. PFT 8/21/08

FINANCE

- | | |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Budget | Approval of this agenda item will allow the County to appropriate revenue and appropriation in Fund 12204, (Recording and Filing) for the specified contractual service. Julian F. Barela, Budget Administrator 08/20/08 |
| Purchasing | This procurement is a sole source based on the proprietary software owned exclusively by Tyler Technologies. Purchasing concurs with the approval of the proposed motion. Dinah Esquivel, Purchasing Manager 8/21/08 |
| Contracts | Contract Control #2008-0501 has been issued for the contract Amendment #1 between the County and Tyler Technologies, Inc. Dinah Esquivel, Purchasing Manager 8/21/08 |
| Risk Management | No comment required. (DLB) for David A. Baca, Risk Management Director 8/20/08 |

ELECTED OFFICIAL/OTHERS

County Clerk

Implementing e-recording will bring a much-needed new resource to the Clerk's office, allowing title companies to record documents in real time, and enabling the Clerk's office to accept payment for such recordings via the internet. This is a business-friendly endeavor that will allow Title Companies and other players in the economically-challenged real estate industry to cut costs involved with paying couriers to hand-deliver documents for recording. This software upgrade will allow our office to be compliant with the new rules and regulations established by the state for e-Recording and will help bring the Bernalillo County Clerk's office into the 21st Century.