

**BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: November 14, 2007

Division: Growth Management

Bulk Item: Yes X No

Department: Andrew Trivette
Staff Contact Person/Phone #: 2517

AGENDA ITEM WORDING: Approval to amend a contract with Advanced Data Solutions to allow the continued scanning, indexing, and imaging of Growth Management files; and to terminate a separate contract with Advanced Data Solutions, transfer unused funds to the scanning contract. No additional funds will be necessary.

ITEM BACKGROUND: ADS has been successfully scanning, indexing, and imaging of building department files. Growth Management is happy with the work and wishes to continue the contract, however, the funds budgeted to this project have run out. In order to continue the contract and to conserve money ADS and the County have agreed to terminate another ADS contract and to transfer the unused funds from that contract into the scanning contract. This should allow for two more years of scanning.

PREVIOUS RELEVANT BOCC ACTION: In April and May of 2006 the County and ADS revised four existing contracts and budgeting fixed amounts to each contract.

CONTRACT/AGREEMENT CHANGES: This Agenda item will accomplish an Amendment to ADS contract number 101-555-2493A extending the contract and transferring funds into the contract. It will also terminate ADS contract number 101-555-2565A and transfer the budgeted but unused funds into contract number 101-555-2493A.

STAFF RECOMMENDATIONS: Approval

TOTAL COST: \$118, 071.59

BUDGETED: Yes X No

COST TO COUNTY: \$118, 071.59

SOURCES OF FUNDS: _____

(Transferred from another contract with this vendor for which these funds have been budgeted)

REVENUE PRODUCING: Yes No **AMOUNT PER MONTH** _____ **Year** _____

APPROVED BY: County Atty *nwc* OMB/Purchasing _____ Risk Management _____

DOCUMENTATION: Included _____ Not Required _____

DISPOSITION: _____

AGENDA ITEM # _____

MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

CONTRACT SUMMARY			
Contract with: <u>ADS</u>	Contract # _____	Effective Date: <u>Nov 14 2007</u>	Expiration Date: _____
Contract Purpose/Description: Extend and Amend ADS contract #101-555-2493A and provide for transfer of funds; and Terminate ADS contract #101-555-2565A and transfer unused funds to contract #101-555-2493A			
Contract Manager: <u>Andrew Trivette</u>	<u>2517</u>	<u>Growth Management</u>	
_____ (Name)	_____ (Ext.)	_____ (Department/Stop #)	
for BOCC meeting on <u>Nov 14, 2007</u> Agenda Deadline: <u>10-30-2007</u>			

CONTRACT COSTS	
Total Dollar Value of Contract: \$ _____	Current Year Portion: \$ _____
Budgeted? Yes <input type="checkbox"/> No <input type="checkbox"/>	Account Codes: <u>NA-</u> _____
Grant: \$ _____	_____
County Match: \$ _____	_____

ADDITIONAL COSTS	
Estimated Ongoing Costs: \$0/yr	For: _____
(Not included in dollar value above)	(eg. maintenance, utilities, janitorial, salaries, etc.)

CONTRACT REVIEW				
	Date In	Changes Needed	Reviewer	Date Out
Division Director	_____	Yes <input type="checkbox"/> No <input type="checkbox"/>	_____	_____
Risk Management	_____	Yes <input type="checkbox"/> No <input type="checkbox"/>	_____	_____
O.M.B./Purchasing	_____	Yes <input type="checkbox"/> No <input type="checkbox"/>	_____	_____
County Attorney	<u>11/2/07</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>Stephan Wilson</u>	<u>11/2/07</u>
Comments: _____				

**AGREEMENT TO TERMINATE AGREEMENT #101-555-2565A
BETWEEN
MONROE COUNTY AND ADVANCED DATA SOLUTIONS, INC.
AND TO TRANSFER REMAINING BUDGETED FUNDS
TO AGREEMENT #101-555-2493A**

This Agreement to Terminate contract #101-555-2565A, a contract for IT Consulting Survey and IT design, and to transfer remaining budgeted funds is made and entered into this ____ day of November 2007, by and between MONROE COUNTY, a political subdivision of the State of Florida ("COUNTY"), whose address is 1100 Simonton Street, Key West, Florida 33040 and Advanced Data Solutions, Inc. a Florida Corporation, whose address is 141 Scarlet Boulevard, Suite A, Oldsmar, Florida 34677 ("ADS").

WHEREAS, ADS and COUNTY entered into an Agreement for IT Consulting, Survey, and IT Design, known as contract number 101-555-2565A ("contract 2565A") on April 19, 2006, as part of the Sterling Project; and

WHEREAS, the parties agree that the this contract should be terminated, and

WHEREAS, ADS and COUNTY entered into a separate Agreement for scanning, indexing and imaging of Building Department files on April 19, 2006, known as contract #101-555-2493A ("contract 2493A"); and

WHEREAS, the parties have agreed that the funds budgeted under contract 2565A for IT Consulting, Survey and IT design will be better used by the Growth Management Division for scanning, indexing and imaging.

NOW THEREFORE, in consideration of the mutual covenants and provisions contained herein, the COUNTY and ADS agree as follows:

1. The parties agree that contract 2565A for IT Consulting Survey and IT design shall be terminated upon execution by all parties of this agreement to terminate.

2. The parties further agree that any remaining funds being held under contract 2565A shall be transferred to contract 2493A to be used for scanning, indexing and imaging of Growth Management Division files.

3. At the present time there is \$118,071.59 remaining in contract 2565A, which shall be transferred to contract 2493A.

AGREEMENT TO TERMINATE
AND TO TRANSFER FUNDS

IN WITNESS WHEREOF, the parties hereto have been executed this agreement
to terminate and transfer funds as of the date first written above.

Attest:
Danny L. Kohlage, Clerk

By: _____
Deputy Clerk

Date: _____

Witness to ADS:

Esther T Garrabrants
Signature
Esther T Garrabrants

Print Name
Address: 3994 TAMPA Rd
Oldsmar FL 34677
DATE: Nov 1, 2007

Board of County Commissioners
Of Monroe County

By: _____
Mario Di Gennaro, Mayor
Date: _____

ADS:

Guy Robert Buell
Signature

Print Name Guy Robert Buell
Address: 141 Scarlet Blvd Ste A
Oldsmar, FL 34677
DATE: November 1, 2007

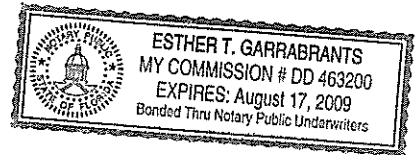
MONROE COUNTY ATTORNEY
APPROVED AS TO FORM:
Natleene W. Casel
NATLEENE W. CASSEL
ASSISTANT COUNTY ATTORNEY
Date 11-2-07

State of FL
County of Pinellas

sworn to & subscribed before me this 1st day of November, 2007.

Esther T Garrabrants

Guy Buell who presented FDL as id.



**SECOND AMENDMENT AND EXTENSION
OF AGREEMENT BETWEEN MONROE COUNTY
AND ADVANCED DATA SOLUTIONS, INC.
FOR SCANNING, INDEXING
AND IMAGING OF BUILDING DEPARTMENT FILES
(Contract Number #101-555-2493A)**

This Extension and Second Amendment is made and entered into this ____ day of November 2007, to the AGREEMENT dated 19th day of APRIL, 2006, also known as Contract # 101-555-2493A, by and between MONROE COUNTY, a political subdivision of the State of Florida ("COUNTY"), whose address is 1100 Simonton Street, Key West, Florida 33040 and Advanced Data Solutions, Inc. a Florida Corporation, whose address is 141 Scarlet Boulevard, Suite A, Oldsmar, Florida 34677 ("ADS").

WHEREAS, ADS and COUNTY entered into an Agreement for scanning and indexing and imaging of the Building Department permits and Blueprints using Alchemy software and known as contract #101-555-2493A ("Contract 2493A"); and

WHEREAS, the Agreement contains the option of renewal for three additional one year periods, and

WHEREAS, the parties wish to exercise the option to renew the contract for another year; and

WHEREAS, the parties agree to amend the Agreement to include all of the Growth Management Department in the contract; and

WHEREAS, the parties agree that along with this extension of time additional funding will be needed, and

WHEREAS, the parties have entered into another Agreement, known as contract # 101-555-2565A ("contract 2565A"); this contract is no longer in use and is being terminated. Contract 2565A contained a not to exceed amount in the contract all of those funds have not been expended; and

WHEREAS, the parties agree that the remaining funds in contract 2565A should be transferred to this contract 2493A, where they can be put to a better use for the COUNTY.

NOW THEREFORE, in consideration of the mutual covenants and provisions contained herein, the COUNTY and ADS agree as follows:

1. The Agreement known as contract 2493A shall be extended for an additional one year term until October 31, 2008.

SECOND AMENDMENT
AND EXTENSION

2. The parties agree that any remaining funds being held under contract 2565A shall be transferred to contract 2493A to be used for scanning, indexing and imaging of Growth Management Division files.

3. At the present time there \$118,071.59 remains unused in contract 2565A, all of which shall be transferred to this contract 2493A. The parties agree that this amount shall be used to pay for invoices received under this Agreement retroactive to April 19, 2006, in order to capture any unpaid invoices.

4. The parties further agree that the first paragraph of the scope of work shall be amended to read as follows:

“ADS shall provide document scanning services for the Growth Management Division of the County; this job includes scanning, indexing, imaging of files and blueprints. This contract does not provide for the purchase of software”

5. The remaining terms of the Agreement, not inconsistent herewith, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have been executed this extension as of the date first written above.

Board of County Commissioners
Of Monroe County

Attest:
Danny L. Kohlage, Clerk
By: _____
Deputy Clerk
Date: _____

By: _____
Mario Di Gennaro, Mayor
Date: _____

MONROE COUNTY ATTORNEY
APPROVED AS TO FORM:
Natilee W. Casse
NATILEENE W. CASSEL
ASSISTANT COUNTY ATTORNEY
Date: 11-2-07

Witness to ADS:
Esther T. Garrabrants
Signature
Esther T. Garrabrants
Print Name
Address: 3994 Tampa Rd.
Oldsmar FL
DATE: 11/01/07

ADS:
Guy Robert Buell
Signature
Guy Robert Buell
Print Name
Address: 141 Seacrest Blvd Street
Oldsmar, FL 34677
DATE: 11/01/07

State of Florida
County of Pinellas

Sworn to and subscribed to before me this 1st day of November, 2007

Esther T. Garrabrants
Notary,
Guy Buell presented I.O.
FOL

