

TECHNOLOGY & RESILIENCY COMMITTEE
June 24, 2021 4:00 p.m.

AGENDA

Chair: Tara Gaston

Members:

Phil Barrett - VC
Eric Connolly
Joe Grasso
Bill Peck
Mike Smith
Matthew Veitch

- I. Welcome and Attendance
- II. Approval of the minutes of the April 29, 2021 meeting
- III. Amendment to the agreement with Tyler Technology for an employee self-service module – Andrew Jarosh, Treasurer
- IV. Authorizing a change order with Presentation Concepts Corporation for additional cameras and related equipment for the Board Room A/V upgrades – Eileen Bennett, Information Technology
- V. Website Subcommittee discussion
- VI. County Resiliency Subcommittee discussion
- VII. Other Business
- VIII. Adjournment

Due to public health and safety concerns related to COVID-19, there is limited capacity in the Boardrooms. The public will have an opportunity to hear the meeting live via an audio signal using this call-in number and access code:

Dial: 1-978-990-5145

Access Code: 1840389



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office

FROM: Drew Jarosh, Treasurer

DATE: 6/17/2021

RE: Expansion to Tyler NWS Accounting System: Employee e-self service

COMMITTEE: Technology & HR

1. Is a Resolution Required: **YES** or **NO**
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed: **YES** or **NO**
(If yes, budget lines and impact must be provided)

A.16.000-8160 Data Processing Fees: +\$34,800, A.14.999-9000 Contingency Unallocated Amount, \$-34,800

3. Are there Amendments to the Compensation Schedule: **YES** or **NO**
(If yes, provide details)

4. Specific details on what the resolution will authorize:

The signing of an amendment with the County's contract with Tyler Technology, and the procurement of an employee self-service module "e-Suite-eEmployee" allowing county employees the ability to obtain their pay information and forms securely online and interact with various HR and Payroll functions securely online.

5. Does this item require hiring a Vendors/Contractors: **YES** or **NO**

- a. Were bids/proposals solicited:
- b. Is the vendor/contractor a sole source:
- c. Commencement date of contract term:
- d. Termination of contract date:
- e. Contract renewal and term:
- f. Contact information:
- g. Is the vendor/contractor an LLS, PLLC or partnership:
- h. State of vendor/contractor organization:
- i. Is this a renewal agreement: **YES** or **NO**
- j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
 - Are the terms changing:
 - What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- Effective date
 - Salary and grade
8. Is a new employee being hired: YES or NO
- Effective date of employment
 - Salary and grade
 - Appointed position:
 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding:
 - Amount of grant:
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
- The Board previously authorized the IT Department to upgrade the county's IT data center. IT has requested that, if this eSuite project is approved, that it be done so in conjunction and concurrently with the data center upgrade so as to minimize the installation requirements of software, downtime, and other factors.
- The \$34,800 budget amendment is to cover \$32,300 in licensing an installation costs and a prorated annual maintenance fee (\$4,968 annually) of \$2,500.



AMENDMENT

This amendment ("Amendment") is effective as of the date of signature of the last party to sign as indicated below ("Amendment Effective Date"), by and between Tyler Technologies, Inc. with offices at One Tyler Drive, Yarmouth, Maine 04096 ("Tyler") and the County of Saratoga, New York ("Client").

WHEREAS, Tyler and the Client are parties to a License Agreement with an effective date of December 1, 1997 (the "Agreement"); and

WHEREAS, Tyler and Client desire to amend the terms of the Agreement as provided herein.

NOW THEREFORE, in consideration of the mutual promises hereinafter contained, Tyler and the Client agree as follows:

1. The items set forth in the sales quotation attached as Exhibit 1 to this Amendment are hereby added to the Agreement as of the Amendment Effective Date. Payment of fees and costs for such items shall conform to the following terms:
 - a. License Fees. License fees will be invoiced on the date when Tyler provides the Client with access to the applicable Tyler Software (the "Software Access Date").
 - b. Maintenance Fees. Year 1 annual maintenance and support fees, prorated for a time period commencing on the Software Access Date and ending at the same time as the end of the then-current annual maintenance term for the Tyler Software already licensed under the Agreement, are due on the Software Access Date. Subsequent annual maintenance fees will be invoiced in accord with the Agreement.
 - c. Services Fees & Expenses. Services added to the Agreement pursuant to this Amendment, along with applicable expenses, shall be invoiced as provided and/or incurred.
2. This Amendment shall be governed by and construed in accordance with the terms and conditions of the Agreement.
3. Except as expressly indicated in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the dates set forth below.

Tyler Technologies, Inc.

County of Saratoga, New York

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



Exhibit 1
Amendment Investment Summary

The following Amendment Investment Summary details the software and services to be delivered by us to you under this Amendment. This Amendment Investment Summary is effective as of the Amendment Effective Date. Capitalized terms not otherwise defined will have the meaning assigned to such terms in the Agreement.

In the event a comment in the following sales quotation conflicts with a provision of this Amendment, the provision in this Amendment shall control.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK



Quoted By: Christopher Vargo
 Quote Expiration: 6/30/2021
 Quote Name: Saratoga County, NY - eSuite Base, eEmployee,
 Quote Number: 2021-124226
 Quote Description: Saratoga County, NY - eSuite Base, eEmployee,

Sales Quotation For
 Saratoga County
 25 W High St
 Ballston Spa , NY 12020-1963
 Phone: +1 (518) 885-5381

Tyler Software and Related Services

Description	License	Impl Hours	Impl Cost	Module Total	Maintenance
Financials					
eSuite Base	\$23,100	16	\$2,800	\$25,900	\$4,158
Payroll/HR					
eEmployee	\$4,500	8	\$1,400	\$5,900	\$810
	<i>Sub-Total:</i>		<i>\$4,200</i>	<i>\$31,800</i>	<i>\$4,968</i>
	TOTAL:	24	\$4,200	\$31,800	\$4,968

Other Services

Description	Quantity	Unit Price	Extended Price	Maintenance
Project Management	1	\$500	\$500	\$0
	TOTAL:		\$500	\$0

Summary

	One Time Fees	Recurring Fees
Total Tyler Software	\$27,600	\$4,968
Total Tyler Services	\$4,700	\$0
Total Third Party Hardware, Software and Services	\$0	\$0
Summary Total	\$32,300	\$4,968
Contract Total	\$37,268	

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held for six (6) months from the Quote date or the Effective Date of the contract, whichever is later.

Client Approval: _____ Date: _____

Print Name: _____ P.O.#: _____

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
 - Fees for hardware are invoiced upon delivery;
 - Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
 - Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
 - Fees for services included in this sales quotation shall be invoiced as indicated below.
 - Implementation and other professional services fees shall be invoiced as delivered.
 - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
 - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
 - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
 - If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
 - Expenses associated with onsite services are invoiced as incurred.
- The costs provided in this proposal are based on all of the proposed products and services being obtained from Tyler Technologies. Should significant portions of the products or services be deleted, Tyler reserves the right to adjust its prices accordingly.
- Tyler supports SQL Server Reporting Services (SSRS) for server-based report generation and ad hoc reporting. SSRS utilizes a web services interface to support the development of custom reporting applications. SSRS is included in the Express, Workgroup, Standard, and Enterprise editions of Microsoft SQL Server. Customers may elect to use other third-party report generation tools including Crystal Reports however Tyler does not provide support for these tools and cannot guarantee compatibility.
- Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the size and scope of your project. The actual amount of services depends on such factors as your level of involvement in the project and the speed of knowledge transfer.
- Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting.

Comments

- In the event Client cancels services less than two (2) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.
- With our 2018.1 Release Tyler requires the use of Tyler Identity and at least a 2048 bit RSA SSL Security Certificate for all New World ERP applications if hosted by the Client. This certificate is required to encrypt sensitive information as it travels across the network. There are various vendors who sell SSL Certificates, with all ranges of prices.
- Tyler's cost is based on all of the proposed products and services being obtained from Tyler. Should significant portions of the products or services be deleted, Tyler reserves the right to adjust prices accordingly.
- Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office

FROM: Eileen M. Bennett

DATE: June 17, 2021

RE: Approval of a Change Order for additional cameras and related equipment for the Board room Audio Visual Upgrades.

COMMITTEE: Technology and Resiliency June 24, 2021

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)
3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)
4. Specific details on what the resolution will authorize:

5. Does this item require hiring a Vendors/Contractors: YES or NO
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 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding:
 - Amount of grant:
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
- Approval of a Change Order requested for additional cameras and related equipment in the amount of \$10,537.00 for the Board room audio/visual design and implementation upgrades authorized by Resolution 151-2021(attached to this form). This amount is less than 10% of the amount approved by resolution for change orders.



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 151 - 2021

Introduced by Supervisors Gaston, Barrett, Connolly, Grasso, Peck, Smith and Veitch

AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH PRESENTATION CONCEPTS CORPORATION FOR AUDIO/VISUAL DESIGN AND IMPLEMENTATION UPGRADES FOR THE SARATOGA COUNTY BOARD OF SUPERVISORS ROOM AND BOARD OF SUPERVISORS CONFERENCE ROOM

WHEREAS, the Technology and Resiliency subcommittee and the Director of Information Technology have identified that the Board of Supervisors Room and Board of Supervisors Conference Room are in need of audio/visual upgrades to enable more efficient and effective interaction with the public during open meetings; and

WHEREAS, competitive proposals were solicited to provide the audio and visual upgrade design and implementation for the Board of Supervisors Room and the Board of Supervisors Conference Room; and

WHEREAS, the proposal review committee consisting of members from the Clerk of the Board of Supervisors, County Administrator's Office, Information and Technology Department, and Purchasing Department reviewed the submitted proposals and have recommended that a contract be awarded to Presentation Concepts Corporation for audio/visual upgrade design and implementation at a total cost of \$143,735; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized to execute an agreement with Presentation Concepts Corporation of Syracuse, New York for audio/visual upgrade design and implementation for the Board of Supervisors Room and Board of Supervisors Conference Room at a cost not to exceed \$143,735; and it is further

RESOLVED, that the Technology and Resiliency Committee is hereby authorized to approve change orders to such agreement with Presentation Concepts Corporation in an amount not to exceed 10% of amount stated above; and be it further

RESOLVED, that the form and content of said agreement is subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: None. Funds are available in the 2021 Budget.