CLARK COUNTY
STAFF REPORT

DEPARTMENT: Treasurer's Office

DATE: May 1, 2013

REQUEST: Authorize County Administrator to sign professional services agreement with Hyland Software for development of additional functions to the SIRE eREET system.

CHECK ONE: __X__ Consent   _____ CAO

BACKGROUND

In 2010, the county contracted with SIRE Technologies for the development of a Web based property transfer application (eREET) for the Treasurer's Office. This amendment builds on the County's investment in the SIRE software suite adding workflow modifications for integration with erecording, allowing for the processing of mobile home excise transactions, creation of an exception workflow, and revisions to the eREET Auto Import workflow program.

The eREET program has been installed and working well in most regards. There are small changes that are needed to bring the system up to the County's current requirements and this professional service agreement addresses these. The vendor will add a Burn In step for items which do not require recording, and facilitate the storage of the image of these documents in the same manner as is being performed today, add logic to update the Auditor recording office functionality, create a new Exception Workflow, and revise the eREET Auto Import workflow to deal with email addresses, special characters, and other items.

COMMUNITY OUTREACH
This is an internal information system enhancement and as such, no community outreach is necessary

BUDGET AND POLICY IMPLICATIONS

The primary source of funding for this project will be the Technology Reserve fund, (#3194). There is sufficient funding in the budget and fund balance for this project. This project does not require any additional funding over what is already budgeted and available.

FISCAL IMPACTS

☑ **Yes (see attached form)**   ☐ No

ACTION REQUESTED

* 6 6 8 7 0 4 *

Authorize County Administrator to sign professional services agreement with Hyland Software for development of additional functions to the SIRE eREET system
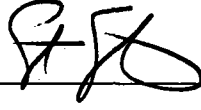
DISTRIBUTION

Scott Kealoha, Application Services Manager
Glenn Olson, Deputy County Administrator
John Payne, Deputy Treasurer
Jim Dickman, Budget Director

(signature)

John Payne
Deputy Treasurer

Approved: _(signature)_

CLARK COUNTY
BOARD OF COMMISSIONERS

May 14, 2013

SR 080-13

FISCAL IMPACT ATTACHMENT

Part I: Narrative Explanation

I. A – Explanation of what the request does that has fiscal impact and the assumptions for developing revenue and costing information

Request approval of a service contract enhancing SIRE eREET system workflow. Revenues are within existing budgets, no new revenues.

Part II: Estimated Revenues

None, already funded and budgeted

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
Technology Reserve Fund (3194)	0	20,925	0	0	0	0
Total	0	20,925	0	0	0	0

II. A – Describe the type of revenue (grant, fees, etc.)

Part III: Estimated Expenditures

III. A – Expenditures summed up

Fund #/Title	FTE's	Current Biennium		Next Biennium		Second Biennium	
		GF	Total	GF	Total	GF	Total
Technology Reserve Fund (3194)	0	0	20,925				
Total		0	20,925				

III. B – Expenditure by object category

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
Salary/Benefits						
Contractual	0	20,925				
Supplies						
Travel						
Other controllables						
Capital Outlays						
Inter-fund Transfers						
Debt Service						
Total	0	20,925				