



NOTICE OF INTENT TO DECLARE SINGLE SOURCE PROVIDER No. 201507-309

ORIGINATING OFFICE: Recorder of Deeds, Taney County Missouri
PERSON(S) REQUESTING: Robert Dixon, Taney County Recorder
CONTACT PHONE : 417-546-7234
DATE RELEASED: Saturday July 11, 2015
DEADLINE / DISCUSSION DATE: Monday July 27, 2015 @ 9:30 AM
DISCUSSION LOCATION: Taney County Commission Hearing Room
 132 David Street Forsyth, Missouri 65653

Any/all discussions concerning this process to declare Sole Source will be held in front of the Taney County Commission, on above date & time. Interested parties as well as the public in general are welcome. A final determination to declare will be made shortly thereafter in lieu of, or lack thereof, alternatives being presented.

Vendor Name	FIDLAR TECHNOLOGIES
Vendor Address	350 Research Parkway Davenport, Iowa 52806
Vendor Phone	309-230-5748 FAX: 563-345-1201
Service Description	Land Records Management Software Services
Estimated Cost	\$60,000.00 annual average.

The following is a list of questions/responses listed here to establish the above Vendor as a "Sole Source Provider" for Taney County Missouri, now, and moving forward via a requested contract renewal for a four (4) year term. A subsequent formal contract will be added to these documents upon completion.

- Please check the reason(s) for this sole request:
 - Only Known Source-Similar service not available from another vendor
 - Equipment or service must be compatible with existing Equipment
 - Immediate purchase necessary to correct situation threatening life/property
 - Lease Purchase - Exercise purchase option on lease
 - Medical device or supply specified by physician
 - Used Equipment - Within price set by one/two appraisal(s) by disinterested party(ies)
 - Other - Software offers the following, but not limited to:
- Briefly describe the commodity/material you are requesting and its function.

Maintenance and support of the Land Records Management software, iDocumentXF, by Fidlar Technologies, continuance of ancillary products and services, support provided by Fidlar Technologies for the Taney County Recorder of Deeds office, as well as many other Taney County Offices and "end users" county wide.

Software maintenance and support of the iDocumentXF software includes upgrades to the software as well as continued support and training on any new features or functionality.

Contract Renewal will allow the Taney County Recorder of Deeds office to move to a fully new Land Records Management software system of Fidlar Technologies' at no additional cost (AVID and VEGA currently on market). The terms of the new contract will also include the option to take advantage of new modules and features which complement the software or office goals at no additional cost. All training for new software or modules will be included at no additional cost to the county.

Ancillary products and services which are covered within this renewal contract include:

 - *Hands Free Microfilm Services- the creation and storage of microfilm in order to archive recoded documents for Taney County. Included in this contract is the creation of the microfilm as well as the support which insures that microfilm is created according to Taney County's specifications and that the microfilm is also sent to the correct archival facility. Compliant with state statute.*

- *Support and Maintenance of iVitals Program – The iVitals Program is used for the management and recording of Marriage Applications and Licenses. The support and maintenance for this program is ongoing as state statues change, making it necessary for Fidlar Technologies to change **proprietary software** code to accommodate new application forms. Only while under a new contract will the Taney County Recorder of Deeds office be able to access new iVitals Programs at no additional charge as soon as they become available.*
- *Property Fraud Alert Service – The Property Fraud Alert service was implemented in Taney County in 2013 and allows Taney County “end users”/ customers to sign up for a free service which alerts them in the instance that a document is recorded in the Recorder of Deeds office with their name on it. This service is a proactive way to defend against possible property fraud. All support and alerts for this program, as well as the maintenance to the website, are handled by Fidlar Technologies’ dedicated Property Fraud Alert personnel and included at no additional charge to the county within the new proposed contract.*
- *Remote Access Products (Laredo, Tapestry) – Taney County offers two programs through Fidlar Technologies which allows their “end users” to search documents from their home or office; Laredo and Tapestry. Laredo is provided and used internally (at the Courthouse) at the Recorder of Deeds public search terminals as well as other offices within the courthouse at no cost. Laredo is also available as a subscription to any customer wishing to subscribe and view documents remotely. Tapestry is a web based search product which fulfills the needs of customers requiring a quick search of Taney County records. Fidlar Technologies maintains and supports both of these products. Fidlar also handles all remote user accounts affiliated with these remote access products. Fidlar provides training and support to Taney County customers wishing to use these products for document searching. Thus rendering an extensive service to the public, perceived as coming directly from Taney County, and would – if not renewed now – cause great dis-service to the public in reverse.*

3. Describe the unique features/compatibility of the commodity/material that precludes competitive bidding.

Fidlar Technologies is a unique commodity offering products and services The Taney County Recorder could not find in the open market previously. A renewed agreement will be all-inclusive including the basics of maintenance, support, new modules and features and a switch to a full new Land Records Management software solution provided by Fidlar Technologies at no additional cost.

*The iDocumentXF software running in the Recorder of Deeds office is supported and maintained by Fidlar Technologies, but licensed to Taney County Recorder of Deeds office (per 2003 contract). As iDocumentXF is proprietary software of Fidlar Technologies, **no other vendor may support, maintain, or upgrade this software.***

Within the current terms with Fidlar Technologies, the Taney County Recorder of Deeds office is able to implement other software and services at no additional cost. These are listed below:

- **Remote Access Products:** *Both remote access products, Laredo and Tapestry, are proprietary search solutions which are designed, developed, and supported by Fidlar Technologies available now to county wide “end users” and customers having remote access solutions via Fidlar Technologies for support and training. Fidlar also manages all invoicing for these remote solutions with the customers and even covers bad debt by remote access customers.*

- **Hands Free Microfilm Services:** *The Hands Free Microfilm service provided by Fidlar Technologies for the Taney County Recorder of Deeds office is a **proprietary service** which is handled solely through Fidlar Technologies and a third party imaging company. This service allows for the automatic “hands free” transfer of document images out of the iDocumentXF recording software to microfilm. Once a full roll of microfilm is created, that roll is then shipped out for archival.*
- **Property Fraud Alert Service:** *Property Fraud Alert is a **proprietary service** provided by Fidlar Technologies which allows the Taney County Recorder of Deeds office to offer “end users” a free way to protect themselves against property fraud. All design and development of the Property Fraud Alert website for Taney County is created and maintained by Fidlar Technologies. All support and alerts to registered “end users” is handled by Fidlar Technologies’ dedicated Property Fraud Alert system.*

All of the above combined elements with many other factors including the need for all new equipment, licensing, training, installations, etc. hereby eliminate any/all reasonable thoughts of engaging a competitive Bid process to handle, or replace, this county wide need.

4. What research has been done to verify this vendor as the only known source?
*For the products currently running within the Taney County Recorder of Deeds office, Fidlar Technologies, as the **proprietary provider**, is the only known source which can both support and maintain these services.*
5. Does this vendor have any distributors, dealers, resellers, etc? *NO.*
6. Must this commodity/material be compatible with present inventory/equipment, or in compliance with the manufacturer’s warranty or existing service agreement?
*Yes. The software and services **MUST BE** compatible with the current hardware equipment used within the Recorder of Deeds office. Therefore, this process (Contract Renewal) will not require any purchase of inventory or equipment. This renewal agreement is an extension of the current service agreement which expires on August 1, 2015.*
7. What are the future consequences of the purchase? That is, once this purchase is approved and processed, what additional upgrades/additions/supplies/etc. are anticipated/projected over the useful life of this product?
Originally purchased in 1999, as detailed below, the terms of the renewal contract are to continue the maintenance and support of software and services through Fidlar Technologies. The County will have the option to renew agreements hereafter, ongoing, if/as/when the best interests of the county continue to be met by this Vendor.
8. If this is an upgrade/add-on/supply/repair/etc. to existing equipment, how was the original equipment purchased (sole source or competitive bid)? What additional, related, sole source purchases have occurred since the initial purchase?
Other than the fact that all software renewal involves “one of kind” software to be used with “one of a kind” equipment, which of course is the case here.
9. How has this commodity/material been purchased in the past? (Sealed Bid, Sole Source, RFP, other) Please provide document numbers.
This product system, software, and service was first purchased in 1999 via a Bid process. Award at that time included a long term contract agreeable to both sides. Since then there have been several enhancements, upgrades, and renewals. Although it appears that current state statutes would sanction another routine renewal, at this time, we are following a more complete method using “Sole Source” determinations to ensure a fair, transparent, and competitive result.

10. What are the consequences of not securing this specific commodity/material?
The cessation of land record management, maintenance, and service provided by Fidlar Technologies for each of these products and services currently meeting state law requirements. Also disruption to the private sector's numerous "end users" throughout the county ending service access to Fidlar Technologies for the use of several remote access products. Locating a replacement service would cause extensive unreasonable training expenses, down time for the county, and large unplanned equipment replacements costs.
11. List any other information relevant to the acquisition of this commodity/material (additional sheets may be attached, if necessary).
After renewal the Taney County Recorder's office will have available many modules and products which will enhance the office's productivity and connection to remote "end users" county wide. These modules and products require no additional costs to the county.
12. How long is sole source approval necessary for this type of purchase? Is this a one-time purchase or is there an identified time period needed?
These needs are ongoing – long term and as such we ask the Commission to include within their vote to declare a subsequent contract for a term of four (4) years to be submitted by the Vendor after which reviewed by Legal and then signed by all parties..

NOTE: If any possible viable competition has been established resulting from responses received during this process that meets / exceeds ALL requirements as set forth within this document please circle "YES" here and attach details in writing to this SSP. Otherwise a motion will be made by the Taney County Commission to finalize this declaration, as governed by RSMo. #50.783, and by a signature below designating listed Vendor on page 1, as the "Single Feasible Sole Source Provider" available to provide those said services listed within this SSP as well as within any necessary or required approved contracts that may follow...

Commission Approval: _____
Signature Date