



TANEY COUNTY BID AWARD FORM

BID DATE; Wednesday August 14, 2019
BID FOR; Document Processing Systems
BID NUMBER; RFB# 201907-431

RESPONSES RECEIVED FROM:	BID PRICING (Initial Costs – If Any?)	BID PRICING (Estimated Annual Costs)
Missouri Document Solutions (MDS) Springfield, Mo.	<i>None (Only Annual)</i>	\$24,702.00
Miken Technologies, Inc. St. Louis, Missouri	<i>None (Only Annual)</i>	\$16,791.00

Wednesday August 14, 2019: Despite direct bid invitations to several Vendors, as well as posting this solicitation on the Taney County website, we only received two responses. After opening responses from both of those above listed Vendors today initial details were noted by Taney County Recorder of Deeds, Jody C. Stahl, and me. These responses will be thoroughly reviewed by staff members of the Taney County Recorder's Office. An agenda request has been made, and approved, to deliver a formal recommendation for award to the Taney County Commission on Monday August 19, 2019.

Monday August 19, 2019: After completion of a thorough review by staff members of the Taney County Recorder's Office we offer the following. Docuware was purchased by the Recorder's Office with the Recorder's needs in mind. The Recorder's Office is the only office that has outside Users which depend on access to plats/surveys & other items that are in Docuware to assist in their daily business. Since its purchase, Docuware has expanded to other County Offices to be utilized in various ways to best meet their needs and better serve the Citizens of Taney County.

Acting in the best interest of Taney County – it is our recommendation to award to Missouri Document Solutions (MDS). We believe MDS is best for the overall needs of the Recorder's Office, other County Offices, and Taney County Missouri, and ultimately *less* expensive for the following reasons...

Miken Technologies cannot provide service to two (2) key Scanners required in the bid without additional charges they did not include in their total bid response as listed above. Those services are currently being provided by MDS, and *is* included within their bid response.(\$3,3375.00). This equipment was purchased from MDS and will continue to be serviced by them – if they are awarded with a new Agreement via this solicitation.

Miken cannot agree to provide the guaranteed 4 hour response time, per Item #3.14 within the bid requirements, without additional charges to the County. In many cases with other bids, this exception alone would disqualify their participation.

The 4 hour response requirement is critical for County operations for the following reasons:

- The Taney County Recorder's Office employs a part time retention person that cannot work when the system is down.
- Outside Users are dependent upon regular daily access to meet their needs.
- Using details supplied by their bid response - we calculate that a one (1) hour visit, if/when Miken was available to respond to a Taney County Missouri call for help, would cost an additional \$950.00 minimum. (*Hourly Rate = \$150; Travel Round Trip = \$600; Over Night Stay = \$200*).
- MDS logged 13 Docuware related calls last year with NO additional charges to the County. (*If Miken had been the Provider - Taney County would have been charged an additional \$12,350.00 just for those 13 service calls.*)
- Recorded plats and surveys are time sensitive and MUST be available for viewing same day for customers.

MDS has proven to be a reliable provider/servicer and has always responded, with no additional charges, in much less time than the required 4 hour response time by contract.

Updates can cause issues for Users and MDS has responded IN PERSON to assist those Users, as well as other County Offices – without additional charges.

The Taney County Commission then made a motion vote to award to Missouri Document Solutions (MDS), as recommended, being the best choice for Taney County Document Processing Systems. The vote to award as recommended passed unanimously.

Any subsequent Agreement shall commence on the date it is fully executed and extend for 12 initial months to thereafter auto-renew annually contingent on both parties being fully satisfied with all stipulations, and costs as agreed to, and offered by the Contractor's bid response. A complete review, by the Recorder of Deeds, will occur at each 12 month interval to the date this Agreement is fully executed to ensure total ongoing satisfaction on the part of County.

Thank you.

Ron Erickson,
Director of Purchasing
Taney County Missouri
August 19, 2019