

AGENDA ITEM FOR ADMINISTRATIVE MEETING () Discussion only
(X) Action

FROM (DEPT/ DIVISION): County Counsel

SUBJECT: Recording System Update

<p>Background:</p> <p>The current county recording system was built in house and does not integrate with the Helion Assessments system called ORCATS utilized for assessment and taxation purposes. By replacing the current recording system with Helion’s recording system the county would be able to reduce the amount of time to process property ownership changes. The recording system would also connect to the Helion marriage and erecording systems the county currently uses. With the recording system upgrade, we can have total integration between all of the current systems to reduce staff time.</p>	<p>Requested Action:</p> <p>Authorize purchase of recording software from Helion Software Inc., including fees for license, annual support, training, and any necessary conversion, and authorize chair to sign required agreements</p>
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ATTACHMENTS: Quote

*****For Internal Use Only*****

Checkoffs:

- () Dept. Heard (copy)
- () Human Resources (copy)
- (X) Legal (copy)
- () (Other - List:)

To be notified of Meeting:
Dan Lonai; Rachael Reynolds
Needed at Meeting:

Scheduled for meeting on: May 24, 2022

Action taken:

Follow-up:



County Clerk Recording System Quote

For Umatilla County, Oregon

Date May 1, 2022

Software Price	One Time License	Yearly Unlimited Support and All Upgrades (See Note)
Recording Software		
Receipting & Recording	\$17,000.00	\$9,000.00
Marriage License Integration	Included	Included
Domestic Partnership Integration	Included	Included
Recording Web Query	Included	Included
eRecording	Included	Included
	Total List Price	Total Annual Support
	\$17,000.00	\$9,000.00

Training, Installation and Configuration **\$8,000.00**

This includes three days of onsite training and two days of on-site support at go-live.

Data Conversion

Conversion costs are on a time and materials basis or fixed amount depending on the County's preference.

Actual Cost to be Determined
Typical costs are from \$5,000 to \$10,000

A fixed quote would require further analysis.

Other Consulting Services

Cost per hour is \$150.00

Notes

- Training and conversion will be billed as it occurs.
- * **Support is due 30 days after going live with the system.**
- * Prices do not include cost of the database or any hardware unless specified.
- Payment options are available