



## Legislation Text

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**File #:** 18-0454, **Version:** 1

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Elections Department recommending the Board approve and authorize the Purchasing Agent to execute a perpetual agreement 2577 with SouthTech Systems, Inc., for annual maintenance and technical support of the department's Statement of Economic Interest filing system. The annual fee will be fixed at \$10,173.91 for the first 3 years, after this period the agreement may renew at a fee not -to-exceed cost of living increases up to 5% per year. The term of this agreement will commence at execution of agreement.

**FUNDING:** General Fund.

### **DEPARTMENT RECOMMENDATION**

Elections Department recommending the Board approve and authorize the Purchasing Agent to sign agreement #2577 with SouthTech Systems, Inc., for maintenance and support for the Statement of Economic Interest filing system. This annual amount includes a hosting fee, software and maintenance support. The Department will return to the Board each year for authorization to continue this perpetual contract in accordance with Procurement Policy C-17, section 4.5.

### **DISCUSSION / BACKGROUND**

SouthTech Systems, Inc., provides for the Statement of Economic Interest filers to file and submit required forms electronically on an annual basis. The Elections Department began using the DisclosureDocs Management Suite and eDisclosure system modules in 2017, for the electronic filing of County personnel Conflict of Interest 700 forms as required by the Fair Political Practices Commission (FPPC).

### **ALTERNATIVES**

Statement of Economic Interest filers could return to filing hard copies of their required forms.

### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

The Conflict of Interest passed by the County requires many positions within the County to file Statement of Economic Interest forms which are done through the SouthTech system. Special Districts within the county also use the system to meet their Conflict of Interest requirements.

### **CAO RECOMMENDATION / COMMENTS**

It is recommended that the Board approve this item.

### **FINANCIAL IMPACT**

SouthTech System annual maintenance and technical support will cost \$10,173.91 each year for the first three years, this is a General Fund expense.

### **CLERK OF THE BOARD FOLLOW UP ACTIONS**

Return signed agreement to Elections for upload to FENIX.

### **STRATEGIC PLAN COMPONENT**

N/A

**CONTACT**

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