

AGENDA ITEM REQUEST SHEET

DATE OF REQUEST: _____ APPROVED BY: _____

CHAIRMAN



Subscription Contract Schedule

Subscription Contract number 2025-01 to the Master TPS Services Agreement between RP Solutions Inc. ("RPS") and the undersigned customer ("Customer"), dated July 1, 2025 (the "Effective Date").

Customer Name: Oklahoma County Treasurer's Office
Street Address: 320 Robert S. Kerr Avenue Room 307
City, State, ZIP: Oklahoma City, OK 73102

Contact Name: Jeanise Bilyeu Phone: 405-713-1300 Email: Jeanise.bilyeu@oklahomacounty.org

Description of Services

TPS Services includes software that allows scanning, capture and processing of payment documents and checks.

1. Licensed Services – TPS Remittance & TPS Cashier payment processing software made available through the Transaction Processing Services™ (TPS) platform.
2. Licensed Software Product(s) – Software files to be installed at Customer location(s)
 - a. AR Capture Software for two Canon CR190 Scanner
 - b. AR Capture Software for four Adaptive Scanners
3. Standard Support Services
4. Software maintenance and hosting fees

Subscription Fees

Licensed product is offered as subscription service and includes the following fees:

Fee Description	Amount
Annual Subscription License Fee(s):	
- TPS Remittance Platform Subscription Fee	\$4,977.00
- 1 WebAPI – Regularly \$100/month – Fees Waived)	Waived
- 1st ICL File – Regularly \$100/month/file – Fees Waived)	Waived
- 2 nd ICL File – \$100/month/file Discounted to \$25/month/file	\$315.00
- 1 st Lookup File	Waived
- Two additional Lookup Files – \$150/month/file Discounted to \$25.00/month/file	\$630.00
- TPS Cashier Stations – 6 Stations (\$99/month/station)	\$7,484.40
Annual Transaction Fee(s):	
- Prepaid Annual (Transaction Fees Based on Volume of up to 386,662 Paper Based Payment Transactions Per Year - \$0.042/Transaction)	\$16,239.80

- Full Page Transaction Processing - \$0.0105/page (estimated 6600 pages/year)	\$69.30
- TPS Extended Archive for up to 7 years for up to 386,662 transactions/year at \$0.00945/Transaction prepaid)	\$3,653.96
- TPS Extended Archive for up to 10 years (years 7-10) for up to 386,662 transactions/year at \$0.001155/Transaction prepaid)	\$1,339.78
Annual Device Fee(s):	
- Two CR190 Scanner (\$25/month/scanner)	\$ 630.00
- Four Adaptive Scanners (\$25/month/scanner)	\$1,260.00
Subtotal:	\$36,599.24
One-time Existing Customer Conversion Discount (applied for 5 years):	\$ 17,428.21
Total Annual Fees:	\$19,171.03

Term

The term of the license granted under this Subscription Contract shall commence on the Effective Date and continue until June 30, 2026. Subsequent renewals will be for a 12-month period beginning on July 1st and expiring on June 30th of the following year. To avoid any interruption of service, Oklahoma County will sign an annual renewal subscription within 60-90 days prior to the annual expiration date. Each annual renewal will be effective for one (1) year, unless either party gives the other notice of non-renewal at least sixty (60) days before the end of the relevant subscription term. The pricing increase during any automatic renewal term will not exceed 5% of the pricing for the applicable Service in the immediately prior subscription term unless the pricing in the prior term was designated in the relevant Schedule as promotional or one-time pricing. RPS will give Customer written notice of any pricing increase that exceeds 5% at least 90 days before the end of that prior term, in which case the pricing increase will be effective upon renewal and thereafter.

Payment

The Annual License Fee(s) and Pre-paid Fee(s) shall initially be billed upon signing and due prior to activation of the subscribed features. Thereafter, the Recurring Annual License Fee(s) and Pre-paid Fee(s) will be due on the anniversary date of the activation date, except for the amount of transactions that exceed the transaction volume included in the base fee. Those additional transactions will be billed at the end of each contract year.

Invoices are due and payable by Customer within thirty (30) days of Customer's receipt of the invoice.

Acceptance

By signatures below, the duly authorized representatives of the parties hereto have agreed to abide by the terms and conditions of this Subscription Contract.

RP Solutions:

By: David Johnson

Date: 05/28/2025

Name: David Johnson

Title: President

Oklahoma County Treasurer's Office:

By: _____

Date: _____

Name: _____

Title: _____

RP Solutions Inc.
99 Eastlake Road
Ithaca, NY 14850

Invoice

Date
6/3/2025

Invoice #
105337

Bill To

Oklahoma County Treasurer
RM 307
320 Robert S. Kerr
Oklahoma City, OK 73102

P.O. No.

Terms

Project

Net 30

Description	Qty	Rate	Amount
Project # S&M 20236243 - TPS Conversion Subscription Contract number 2024-01			
Annual Subscription License Fee(s)			
TPS Remittance Platform Subscription Fee	1	4,977.00	4,977.00
1 WebAPI -	0	0.00	0.00
1st ICL File	0	0.00	0.00
2nd ICL File	1	315.00	315.00
1st Lookup File (Waived)	0	0.00	0.00
Two additional Lookup Files	1	630.00	630.00
TPS Cashier Stations - 6 stations	1	7,484.40	7,484.40
Annual Transaction Fee(s)			
Prepaid Annual (Transaction Fees Based on Volume of up to 386,662 Paper Based Payment transactions Per Year	1	16,239.80	16,239.80
Full Page Transaction Processing - \$0.01/page (estimated 6600 pages/year	1	69.30	69.30
TPS Extended Archive for up to 7 years for up to 386,662 transactions/year	1	3,653.96	3,653.96
TPS Extended Archive for up to 10 years (years 7-10) for up to 386,662 transactions/year	1	1,339.78	1,339.78
Annual Device Fee(s)			
Two CR190 Scanner	1	630.00	630.00
Four Adaptive Scanners	1	1,260.00	1,260.00
One-time Existing Customer Conversion Discount (applied for 5 years) - Yr. 2	1	-17,428.21	-17,428.21
Annual TPS Subscription / Contract period 7/1/25 - 6/30/26			

Subtotal \$19,171.03

Payments/Credits \$0.00

Balance Due \$19,171.03

invoices@rpsolutions.com

607-257-7778

www.RPSolutions.com

Bill To OKLAHOMA COUNTY TREASURER 320 ROBERT S. KERR SUITE 307 OKLAHOMA CITY, OK 73102	Requisition 12600093-00 FY 2026 Acct No: UNDEFINED ACCOUNT. Review: Buyer: 6065trjeabil Status: Created
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Vendor RP SOLUTIONS INC 99 EASTLAKE ROAD ITHACA, NY 14850 Tel#877-777-6588 Fax 607-257-7779	Ship To OKLAHOMA COUNTY TREASURER 320 ROBERT S. KERR SUITE 307 OKLAHOMA CITY, OK 73102
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Deliver To
 OKLAHOMA COUNTY TREASURER
 320 ROBERT S. KERR
 SUITE 307
 OKLAHOMA CITY, OK 73102

2026-1130 150 54157

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
05/29/25	001488				Treasurer

LN Description / Account	Qty	Unit Price	Net Price
001 STANDARD-NOC-2025-01 ANNUAL TPS SERVICE AGREEMENT BETWEEN RP SOLUTIONS INC JULY 1, 2025 THROUGH JUNE 30, 2026	1.00 EACH	19171.03000	19171.03

Ship To
 OKLAHOMA COUNTY TREASURER
 320 ROBERT S. KERR
 SUITE 307
 OKLAHOMA CITY, OK 73102

Deliver To
 OKLAHOMA COUNTY TREASURER
 320 ROBERT S. KERR
 SUITE 307
 OKLAHOMA CITY, OK 73102

Requisition Link

Requisition Total

19171.03

***** General Ledger Summary Section *****

Account

Amount Remaining Budget

County Request No. 362

REQUEST FOR LEGAL SERVICES

This form is used to provide legal opinions and contract approval by the District Attorney's Office. Only that advice that is related to a pending or potential claim against the County or its officers and employees is protected by the attorney-client privilege. Opinions that are privileged should not be disclosed to anyone or the privilege may be waived.

All legal opinions and approvals rendered are based only on the documentation and information stated below or attached to this form and, thus, it is important that all relevant facts and information be provided at the time of review. Please advise the District Attorney's Office of new or additional information, as it may cause the opinion to change. In all cases, the opinions of the District Attorney's Office are not binding on the County, its officers or employees and may be followed or disregarded in the discretion of the elected official.

Date of Request: 5/28/2025 Department: Treasurer

State the nature of the legal request: Review annual software maintenance agreement
between RP Solutions Inc. and the BOCC for the Oklahoma County Treasurer, to provide
software license and support services required to process tax payments.

RECEIVED

MAY 28 2025

CIVIL DIVISION
DISTRICT ATTORNEY

Ernest "Butch" Furman

County Officer or Department Director

Reply of District Attorney's Office: _____

Reviewed - OK

Date of Reply: 5/28/25

[Signature]
Assistant District Attorney