OKLAHOMA COUNTY BOCC

AGENDA ITEM REQUEST SHEET

FOR THE October 30, 2024 AGENDA

DEPARTMENT:	Treasurer		REQ	UESTED BY:	Tammy	Jones,	x1324
REQUISITION NO.:	12503126	REQUISIT	ION SHEET	Γ ATTACHED: _	x	_YES	N/
NAME OF FUNDS:	Treasu	rer Resale Fund					
FUND NUMBERS:	1130	/ 1500	/	54157			
DOES THE AGENDA I	TEM CONTAIN	PRIVACY-PROTECTI	ED OR SEC	URITY INFORM	ATION?		YESNO
AGENDA ITEMS CON TO THE AGENDA.	TAINING PRIVA	CY-PROTECTED OR	SECURITY	/ INFORMATIOI	N WILL N	от ве н	HYPERLINKED
NUMBER OF ORIGINA	AL DOCUMENTS	TO BE RETURNED	TO YOUR I	DEPARTMENT:			
AGENDA ITEM READ annual software mainten software license and sup 2024 through June 30, 2 \$12,791.00, and Requisi \$4,637.21. Requested by Etherington, Assistant D	ance agreement be port services requi 025. Requisition Nation No. 12503126 y Forrest "Butch"	tween RP Solutions In- red to process tax paym No. 12501165 was issue was issued to RP Solu Freeman, Oklahoma Co	e, and the Bo lents. The e d to RP Solitions Inc. on bunty Treasu	OCC for the Oklal ffective dates of the utions Inc. on July October 23, 2024 arer, and approved	homa Cour he agreeme / 15, 2024 1 for the re las to form	nty Treas ont will b in the and maining and lega	urer, to provide be from July 1, rount of balance of ality by Aaron
APPROVED BY DA (If Applicable)		APPROVED BY EN (If Applicable)	GINEER		OVED BY	/ PURCI	HASING
ASSISTANT DISTRICT	TATTORNEY	COUNTY ENGINE	ER	PURC	CHASING	AGENT	
Please initial that document has been reviewed for privacy-protected or security information							
DISTRICT ATTORNE	Y:Y	ESN/A					
COUNTY CLERK: _	YES	N/A					
Indicate any privacy-p	rotected informat	ion that exists					
(NOTE: THE CHAIR) SUBMITTED AFTER			OVE ALL E	MERGENCY R	EQUESTS	FOR A	NY ITEM
DATE OF REQUEST:		APPROVEI) BY:		CHAIR	MAN	



Subscription Contract Schedule

Subscription Contract number <u>2024-01</u> to the Master TPS Services Agreement between RP Solutions Inc. ("RPS") and the undersigned customer ("Customer"), dated <u>Oct 10</u>, 2024 (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	\$4,740.00
- 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	\$300.00
- 1 st Lookup File	Waived
- Two additional Lookup Files — \$150/month/file Discounted to \$25.00/month/file	\$600.00
- TPS Cashier Stations - 6 Stations (\$99/month/station)	\$7,128.00
Annual Transaction Fee(s):	
- Prepaid Annual (Transaction Fees Based on Volume of up to	\$15,466.48
386,662 Paper Based Payment Transactions Per Year -	
\$0.04/Transaction)	
	\$66.00

- Full Page Transaction Processing - \$0.01/page (estimated	
6600 pages/year)	\$3,479.96
- TPS Extended Archive for up to 7 years for up to 386,662	φο,ο.
transactions/year at \$0.009/Transaction prepaid)	\$1,275.98
- TPS Extended Archive for up to 10 years (years 7-10) for up	, -,
to 386,662 transactions/year at \$0.0011/Transaction	
prepaid)	
Annual Device Fee(s):	
- Two CR190 Scanner (\$25/month/scanner)	\$ 600.00
- Four Adaptive Scanners (\$25/month/scanner)	\$1,200.00
Subtotal:	\$34,856.42
One-time Existing Customer Conversion Discount	\$ 17,428.21
(applied for 5 years):	
Total Annual Fees:	\$17,428.21

<u>Term</u>

The term of the license granted under this Subscription Contract shall commence on the Effective Date and continue until June 30, 2025 ("Initial Term"). Subsequent renewals will be for a 12-month period beginning on July 1st and expiring on June 30th of the following year in-order to align with OK County's Fiscal 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.

<u>Payment</u>

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: Dan de Johnson	Date: <u>10/21/2024</u>
Name: <u>David Johnson</u>	Title: <u>President</u>
Oklahoma County Treasurer's Office:	
Ву:	Date:
Name:	Title:

County Request No. 99 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: 10/21/2024	Department: <u>Treasurer</u>
State the nature of the legal request:	Review annual software maintenance agreement
between RP Solutions Inc. and the BOCC f	for the Oklahoma County Treasurer, to provide
software license and support services require	red to process tax payments.
RECEIVED	
OCT 2 1 2024	
CIVIL DIVISION DISTRICT ATTORNEY	County Officer or Department Director
Reply of District Attorney's Office: _	
Revius	od -010
Date of Reply: 10 /21/24	Assistant District Atjorney



5352525555555555555555555555 Bill To

OKLAHOMA COUNTY TREASURER

320 ROBERT S. KERR SUITE 307

OKLAHOMA CITY, OK

73102

JACKIE.WILSON@OKLAHOMACOUNTY.ORG

Requisition 12501165-00 FY 2025 PO 22501042

Acct No:

11315000-54157

Review:

6065trjeabil Buyer:

|Status: Converted Page 1

Vendor

RP SOLUTIONS INC

99 EASTLAKE ROAD

ITHACA, NY 14850

Te1#877-777-6588 Fax 607-257-7779

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

Date Ordered		 Date Required	Ship Via	 Terms	 Department	
07/15/24	001488	 	1		 Treasurer	
LN Descrip	otion / Acc	ount		Qty	Unit Price	Net Price
THROUGH (5000TR CHECK 2 (FTP) 0	RE MAINTENAL 1 06/30/202 CANS/DAY) EX 21 EXPERTIC CUSTOMER FIL CCE THIRD PA	NCE 07/01/ 5 EXPERT R XPERT CASH E TAX PACK LE LOOK-UF	2024 PS IIER AGE	1.00 EACH	*	12791.00
1 113150	000-54157			1	2791.00	
<u> </u>) MA COUNTY TI BERT S. KERI					

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

12791.00

***** General Ledger Summary Section ***** Account 11315000-54157

Amount Remaining Budget 12791.00

RP Solutions Inc. 99 Eastlake Road Ithaca, NY 14850

Invoice

Date	Invoice #
10/22/2024	105187

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 WebAPI - (regularly \$100/month - Fees Waived) 1st ICL File - (regularly \$100/month - Fees Waived) 2nd ICL File - (\$100/month/file discounted to \$25/month file) 1st Lookup File (Waived)	1 0 0 1	4,740.00 0.00 0.00 300.00 0.00	4,740.00 0.00 0.00 300.00 0.00
Two additional Lookup Files - (\$150/month/file discounted to \$25.00/month file) TPS Cashier Stations - 6 stations (\$99/month/station)	1	600.00 7,128.00	600.00 7,128.00
Annual Transaction Fee(s) Prepaid Annual (Transaction Fees Based on Volume of up to 386,662 Paper Based Payment transactions Per Year - \$0.04/Transaction)	ì	15,466.48	15,466.48
Full Page Transaction Processing - \$0.01/page (estimated 6600 pages/year	1	66.00	66.00
TPS Extended Archive for up to 7 years for up to 386,662 transactions/year at \$0.009/Transaction prepaid	1	3,479.96	3,479.96
TPS Extended Archive for up to 10 years (years 7-10) for up to 386,662 transactions/year at \$0.0011/Transaction prepaid Annual Device Fee(s)	1	1,275.98	1,275.98
Two CR190 Scanner (\$25/month/scanner)	1	600.00	600.00
Four Adaptive Scanners (\$25/month/scanner) One-time Existing Customer Conversion Discount (applied for 5 years)	1	1,200.00 -17,428.21	1,200.00 -17,428.21
Less Invoice 105072/ ExpertRPS Maintenance/Paid on 7/29/24	1	-12,791.00	-12,791.00

Subtotal

\$4,637.21

Payments/Credits

\$0.00

Balance Due

\$4,637.21



Requisition 12503126-00 FY 2025

Bill To

Acct No:

OKLAHOMA COUNTY TREASURER

320 ROBERT S. KERR SUITE 307

11315000-54157

OKLAHOMA CITY, OK

Review:

73102

Buyer: 6065trjeabil

Status: Released

Ship To

JACKIE.WILSON@OKLAHOMACOUNTY.ORG

Page 1

Vendor

RP SOLUTIONS INC

99 EASTLAKE ROAD

OKLAHOMA COUNTY TREASURER

320 ROBERT S. KERR

SUITE 307

OKLAHOMA CITY, OK 73102

ITHACA, NY 14850

Te1#877-777-6588 Fax 607-257-7779

Deliver To

OKLAHOMA COUNTY TREASURER

320 ROBERT S. KERR

SUITE 307

OKLAHOMA CITY, OK 73102

Date Vendor Date Ship Ordered Number Required Via	Terms	Pepartment	
10/23/24 - 001488	Τ	reasurer	
LN Description / Account	Qty	Unit Price	Net Price
001 STANDARD-NOC-2024-01 TO THE MASTER TPS SERV AGREEMENT BETWEEN RP SOLUTION INC, TPS SERV INCLUDES SOFTWARE THAT ALLOWS SCANNING	1.00 EACH	4637.21000	4637.21

1 11315000-54157

4637.21

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

4637.21

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

Account 11315000-54157

Amount Remaining Budget 4637.21

**** Approval/Conversion Info ****

Activity Date Clerk Comment

10/22/24 Rejected Queued 10/23/24 Jeanise Bilyeu

amount incorrect.

Christie Tretheway-Milleramount incorrect.