



# COMMISSIONERS COURT CONTRACT FORM

## CONTRACT SUMMARY

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**Approve and authorize the County Judge to sign the Software License Maintenance Agreement between the County of El Paso and SeeClickFix. Funding is available in GF-ITD-MAINT/REP-SOFTWARE in the amount of \$23,175. (Contract No. 2020-0913)**

### **Background:**

**The County of El Paso's Information Technology Department (ITD) is committed to supporting robust and functional enterprise software solutions. To achieve this goal, ITD dedicates resources focused on understanding and maintaining organizational software systems. ITD strives to consolidate our software systems to leverage institutional knowledge, focused training, and more efficient support.**

**Because the County of El Paso is home to over 800,000 residents, it is necessary to use the aid of software that helps keep track of issues reported. A work order is usually a task or a job for a customer that can be scheduled or assigned to someone. Such an order may be from a customer request or created internally within the organization**

**The Public Works Department licenses the use of work order software by the name of SeeClickFix from the vendor SeeClickFix, Inc. The software is used to work as a community reporting system that allows the El Paso County residents the ability to report issues. More specifically, these reports would then be evaluated by County staff and, if necessary, converted into work orders that will dispatch the necessary resources to respond and remedy these issues. To date, the system not yet been fully implemented due to challenges related to the county's local disaster declaration.**

**ITD is requesting that the Court approve and authorize the County Judge to sign an Agreement for the continued use, support, and maintenance of this software. This agreement will provide this continuance for 12 months. The agreement has been reviewed and approved by ITD, the County Attorney's Office, and the Purchasing Department. ITD recommends approval.**

**County Attorney Office has reviewed and approved Contract No. 2020-0913.**

**Purchasing Department has reviewed and approved RQ12100088.**

**Commissioners Court approves this agreement the requisition will be release and converted to a Purchase Order.**

### **Fiscal Impact:**

**Funds are available in  
GF-ITD-MAINT/REP-SOFTWARE**

**COGF-1000-0000000-431-10-11140-0001-00000-600654-**  
**in the amount of \$23,175.00 for a one year term.**

#### **PROJECTED CONTRACTUAL FISCAL IMPACT**

**The forecasted fiscal impact over the next three years:**

**Year 1 - \$ 23,175.00**

**Year 2 - \$ 23,870.00**

**Year 3 - \$ 24,586.00**

#### **Recommendation:**

**Approve and authorize the County Judge to sign the Software License Maintenance Agreement between the County of El Paso and SeeClickFix. Funding is available in GF-ITD-MAINT/REP-SOFTWARE in the amount of \$23,175. (Contract No. 2020-0913)**

#### **Prior Action:**

**On October 7, 2019, Commissioners Court approved Contract No. 2019-0596 under agenda item #9.**

### **BASIC CONTRACT DETAILS**

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**CONTRACT NO.:** 2020-0913

**CONTRACT TITLE:** County Administration and Public Works / SeeClickFix Application and Subscription / Yr 2020-2021

**SECOND PARTY:** SeeClickFix, Inc a Delaware Corporation

**CONTRACT TYPE:** Services

### **TERM AND BUDGET DETAILS**

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**TERM:**

**EXTENSION OPTIONS:**

**EFFECTIVE DATE:** 10/27/2020

**MOD EFFECTIVE DATE (If Applicable):**

**EXPIRATION DATE:** 10/26/2021

**MOD EXPIRATION DATE (If Applicable):**

**EXTENSION DEADLINE DATE (If Applicable):**

**AMOUNT:** 23175.00

**MOD AMOUNT (If Applicable):**

### **APPROVALS**

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**COUNTY ATTORNEY APPROVAL**

The attached document has been given legal review by the El Paso County Attorney's Office on behalf of the County of El Paso, its officers, and employees. Said legal review should not be relied upon by any person or entity other than the County of El Paso, its officers, and employees.

COUNTY ATTORNEY: Chris Sullivan

LEGAL REVIEW: Approved as to Form as Submitted

LEGAL REVIEW NOTES (If Applicable):

DATE: 10/21/2020

**DIRECTOR/DEPARTMENT HEAD APPROVAL**

The undersigned hereby certifies that he/she has read the contract, understands and approves the contract terms and conditions and further certifies that the contract conforms to the bid specification, if any, and acknowledges that he/she is responsible for administering all terms and conditions.

DIRECTOR/DEPARTMENT HEAD/DESIGNEE: Christopher Stathis

DEPARTMENT CONTACT: Alvaro Maldonado

DEPARTMENT: Information Technology

DATE: