



COMMISSIONERS COURT CONTRACT FORM

CONTRACT SUMMARY

Approve and authorize the County Judge to sign the Accessible Solutions ServTracker Software Contract and Addendum for a one year term from August 23, 2021 to August 23, 2022 under quote #JP000675. Funds available in SG-NUTRITM21-Operating Exp. (Contract No. 2021-0594)

ADDITIONAL BACKGROUND:

This request is for the purchase of ServTracker software license, services and hardware as outlined in quote #JP000675 for the term of one year. The Community Services Department Senior Nutrition Program will utilize this industry standard software for client management and meal delivery route generating capabilities. Servtracker is widely used in large scale Meals on Wheels operations throughout the United States. This new system will create efficiencies program wide. The major operational impact will be within our billing process, which is currently a manual function. Should program function as expected, Community Services Department will work with Purchasing for a longer term Bid/Agreement. This request was vetted through ITD, Purchasing and Auditors.

FISCAL IMPACT:

Funding is available in COSG-7184-0002021-431-40-11070-0001-00000-600000 SG-NUTRITM21-Operating Exp RQ12108324

PRIOR COURT ACTION:

N/A

RECOMMENDATION:

Approve and authorize the County Judge to sign the Accessible Solutions ServTracker Software Contract and Addendum for a one year term from August 23, 2021 to August 23, 2022 under quote #JP000675. Funds available in SG-NUTRITM21-Operating Exp. (Contract No. 2021-0594)

BASIC CONTRACT DETAILS

CONTRACT NO.: 2021-0594

CONTRACT TITLE: Servtracker Software Agreement / Nutrition Program Tracking Software / YR 2021-2022

SECOND PARTY: Accessible Solutions, Inc.

CONTRACT TYPE: Software License/Installation/Support

TERM AND BUDGET DETAILS

TERM: 1 Year

EXTENSION OPTIONS:

EFFECTIVE DATE: 10/1/2021

MOD EFFECTIVE DATE (If Applicable):

EXPIRATION DATE: 09/30/2022

MOD EXPIRATION DATE (If Applicable):

EXTENSION DEADLINE DATE (If Applicable):

AMOUNT: 34945.00

MOD AMOUNT (If Applicable):

APPROVALS

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: Nancy Casas

LEGAL REVIEW:

LEGAL REVIEW NOTES (If Applicable):

DATE: 8/13/2021

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: Irene G. Valenzuela

DEPARTMENT CONTACT: Carlos Marquez

DEPARTMENT: Community Services

DATE: 08/17/2021

