



BOARD OF SUPERVISORS AGENDA ITEM REPORT
AWARDS / CONTRACTS / GRANTS

☒ Award ☐ Contract ☐ Grant

Requested Board Meeting Date: 10/04/2022

or Procurement Director Award: ☐

* = Mandatory, information must be provided

***Contractor/Vendor Name/Grantor (DBA):**

EnvisionWare, Inc

***Project Title/Description:**

Point of Sale and Online Payment Solution

***Purpose:**

Amendment of Award: Master Agreement No. MA-PO-18-174, Amendment No. 01. This Amendment extends the termination date to 11/16/2023, increases the not-to-exceed contract amount by \$17,300.00 for a cumulative not-to-exceed contract amount of \$103,800.00, and appends the Forced Labor of Ethnic Uyghurs provision to the contract, pursuant to A.R.S. § 35-394.
Administering Department: Information Technology.

***Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.020, Competitive sealed proposals, on 11/08/2017, the Procurement Director approved an award of contract for a term of five (5) years in the not-to-exceed contract amount of \$86,500.00.

This extension is required to maintain continuity of service for the County's POS & related Online Payment systems.

PRCUID: 262048

Attachments: Master Agreement and Library Extension Request Memo.

***Program Goals/Predicted Outcomes:**

To maintain a cost effective Point of Sale (POS) cash drawer solution for handling library fines and fee payments, and to provide a user-friendly Online Payment System that allows library customers to pay fines Online.

***Public Benefit:**

This will provide a stable, functional, easy-to-use environment for library customers to pay fines and fees inside the library with cash or check or Online with a credit card.

***Metrics Available to Measure Performance:**

The Library will monitor Contractor's performance to ensure quality of service and compliance with specifications are met.

***Retroactive:**

No.

To: COB 09-12-22⁽¹⁾

Pgs: 9

Vers: 11

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (*) fields

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
 Commencement Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____
☐ Expense Amount \$ _____ * ☐ Revenue Amount: \$ _____

***Funding Source(s) required:** _____

Funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No

If Yes, is the Contract to a vendor or subrecipient? _____

Were insurance or indemnity clauses modified? ☐ Yes ☐ No

If Yes, attach Risk's approval.

Vendor is using a Social Security Number? ☐ Yes ☐ No

If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: MA Department Code: PO Contract Number (i.e., 15-123): 18-174
 Amendment No.: 01 AMS Version No.: 11
 Commencement Date: 11/17/2022 New Termination Date: 11/16/2023
 Prior Contract No. (Synergen/CMS): _____

☒ Expense ☐ Revenue ☐ Increase ☐ Decrease

Amount This Amendment: \$ 17,300.00

Is there revenue included? ☐ Yes ☒ No If Yes \$ _____

***Funding Source(s) required:** Library District Operations

Funding from General Fund? ☐ Yes ☒ No If Yes \$ _____ % _____

Grant/Amendment Information (for grants acceptance and awards)

☐ Award ☐ Amendment

Document Type: _____ Department Code: _____ Grant Number (i.e., 15-123): _____
 Commencement Date: _____ Termination Date: _____ Amendment Number: _____
☐ Match Amount: \$ _____ ☐ Revenue Amount: \$ _____

***All Funding Source(s) required:** _____

*Match funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

*Match funding from other sources? ☐ Yes ☐ No If Yes \$ _____ % _____

*Funding Source: _____

*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?

Contact: Troy McMaster, Procurement Officer

Troy McMaster Digitally signed by Troy McMaster
 Date: 2022.09.06 09:38:05 -07'00'

Ana Wilber Digitally signed by Ana Wilber
 Date: 2022.09.06 13:22:19 -07'00'

Department: Procurement

Terri Spencer Digitally signed by Terri Spencer
 Date: 2022.09.06 15:00:42 -07'00'

Telephone: 520.724.8728

Department Director Signature: _____

Mark Hayes

Date: _____

Deputy County Administrator Signature: _____


Date: 9/9/2022

County Administrator Signature: _____

Date: 9/9/2022

Date: September 2, 2022

To: Terri Spencer
Procurement Director

From: Michelle Simon 
Deputy Director Support Services

Re: **One-year extension of MA-PO-18-174**

The COVID-19 pandemic has changed how customers interact with the library. Many interact online only, using electronic resources, and most pay no fees or overdue fines because of their elimination by the Board of Supervisors in 2020. PCPL is evaluating our current business model, working with PCITD to determine the appropriate software solution to meet our changing needs.

Pima County Public Library requests a one-year extension of master agreement MA-PO-18-174 for Point of Sale and Only Payment Solution software through Envisionware, Inc. in order to complete our evaluation and produce accurate specifications for a future procurement process.



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1800000000000000174

MA Version: 11

Page: 1 of 2

Description: Point of Sale and Online Payment Solution

I S S U E R	Pima County Procurement Department	T E R M S	Initiation Date:	11-17-2022				
	150 W. Congress St. 5th Fl		Expiration Date:	11-16-2023				
	Tucson AZ 85701							
	Issued By: TROY MCMASTER							
	Phone: 5207248728							
	Email: troy.mcmaster@pima.gov		<table><tr><td>NTE Amount:</td><td>\$103,800.00</td></tr><tr><td>Used Amount:</td><td>\$82,849.94</td></tr></table>		NTE Amount:	\$103,800.00	Used Amount:	\$82,849.94
NTE Amount:	\$103,800.00							
Used Amount:	\$82,849.94							

V E N D O R	ENVISIONWARE INC	Contact:	Danette Fullmer
	One Sugar Loaf Centre	Phone:	678-382-6563
	1960 Satellite Blvd Ste 4100	Email:	dfullmer@envisionware.com
	Duluth GA 30097-4127	Terms:	1.00 %
		Days:	10

Shipping Method: Vendor Method

Delivery Type:

FOB: FOB Dest, Freight Allowed

Modification Reason

This Amendment No. 01 extends the termination date to 11/16/2023, increases the not-to-exceed contract amount by \$17,300.00 for a cumulative not-to-exceed contract amount of \$103,800.00, and adds the following Forced Labor of Ethnic Uyghurs language: "Pursuant to A.R.S. § 35-394, if Contractor engages in for-profit activity and has 10 or more employees, Contractor certifies it is not currently using, and agrees for the duration of this Contract to not use (1) the forced labor of ethnic Uyghurs in the People's Republic of China; (2) any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China; and (3) any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China. If Contractor becomes aware during the term of the Contract that the Company is not in compliance with A.R.S. § 35-394, Contractor must notify the County within five business days and provide a written certification to County regarding compliance within one hundred eighty days." Attachment: Quote # US-73402.

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Master Agreement No: 1800000000000000174

MA Version: 11

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Line	Description					
11	FREE FORM LINE					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$0.00			
18	WM-ECS-Staff Register SW					
	1 YR MAINTENANCE: STS - MAIN					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	YEAR	\$169.15			WM-PTS-ENT LICENSE (U)
19	WM-PTS-ENT License (U)					
	1 YR MAINTENANCE: EnvisionWare PTS					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	YEAR	\$279.14			WM-PTS-ENT LICENSE (U)
20	WM-ECS-SelfServ Bldg [1st]					
	1 YR MAINTENANCE: EnvisionWare e					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	YEAR	\$307.24			WM-ECS-SELFSESV BLDG (1ST
21	WM-ECS-SelfServ Bldg [Add]					
	1 YR MAINTENANCE: EnvisionWare					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	YEAR	\$86.39			WM-ECS-SELFSESV BLDG (ADD
22	WM-ECS-Staff Register SW					
	1 YR MAINTENANCE: STS					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	YEAR	\$128.71			WM-ECS-STAFF REGISTER SW
23	WM-ECS-Staff System Enterprise					
	1 YR MAINTENANCE: STS Base					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	YEAR	\$620.30			WM-ECS-STAFF SYSTEM ENTER

4/1/2023

Bill To

Pima County Finance - Accounts Payable
 Pima County Public Library
 PO Box 791
 Tucson AZ 85701
 United States

End User

Pima County Public Library
 101 N. Stone, First Floor
 Tucson AZ 85701
 United States

TOTAL

\$6,590.17

Due no later than: 3/31/2023

Currency	PO #	Created From	Sales Rep
US Dollar			D'Alessandro, Ted

EnvisionWare Renewal

Qty	Item	Term	Serial Numbers	Location Address	Unit Price	Amount	Start Date End Date	Renewal Category
1	WM-ECS-Staff Register SW 1 YR MAINTENANCE: Staff Register Station (STS) Software Clients	12		Main 101 N. Stone, First Floor	\$169.15	\$169.15	4/1/2023 3/31/2024	Maint.
1	WM-PTS-ENT License (U) 1 YR MAINTENANCE: EnvisionWare Protocol Translation Service (PTS) - Enterprise Edition	12			\$279.14	\$279.14	4/1/2023 3/31/2024	Maint.
1	WM-ECS-SelfServ Bldg [1st] 1 YR MAINTENANCE: EnvisionWare eCommerce Services - First Building	12			\$307.24	\$307.24	4/1/2023 3/31/2024	Maint.
14	WM-ECS-SelfServ Bldg [Addl] 1 YR MAINTENANCE: EnvisionWare eCommerce Services - Additional Buildings	12			\$86.39	\$1,209.46	4/1/2023 3/31/2024	Maint.



US-73402



Enriching Public Library Service Inside and Out
EnvisionWare, Inc.

1960 Satellite Blvd. Suite 4100, Duluth, GA 30097-4127
Toll Free 800.216.8370 International+1 678.382.6500

Renewal Quotation US-73402

4/1/2023

Qty	Item	Term	Serial Numbers	Location Address	Unit Price	Amount	Start Date End Date	Renewal Category
26	WM-ECS-Staff Register SW <i>1 YR MAINTENANCE: Staff Register Station (STS) Software Clients</i>	12			\$128.71	\$3,346.46	4/1/2023 3/31/2024	Maint.
1	WM-ECS-Staff System Enterprise <i>1 YR MAINTENANCE: EnvisionWare eCommerce Services Staff System - Enterprise Manager Software (STS) Base Package. Includes first 10 user licenses.</i>	12			\$620.30	\$620.30	4/1/2023 3/31/2024	Maint.

Subtotal \$5,931.75

Tax \$658.42

PST-CA

Amt Paid

Total



US-73402

4/1/2023

Legend

- **Maintenance (Maint.):** The annual amount for parts, labor and support for a purchased item
- **Subscription (Subs.):** The annual amount of a subscription that includes all costs associated with the use of a product or service
- **Prorated Item (Pro.):** An adjustment to the line above that can provide one of the following:
 - Compensation for the value of the first year warranty. Customers that make new purchases in the middle of a warranty or maintenance period are entitled to the full value of the 12-month warranty. A prorated item is added below a transaction to compensate a customer for the value of the months of warranty that would go past the next renewal date. This lowers the overall cost of the maintenance renewal for the current year.
 - An adjustment made when a customer requests a change to the annual renewal date. This occurs when a customer makes a request to adjust the annual payment date and certain items are currently set to expire later. By applying a prorated item, the value is given to the customer for the months occurring after the new renewal date. This applies only during the year that the adjustment is being made.
 - An adjustment is made where certain items were expiring on a different date and the system merged separate transactions into a common renewal date for all items. In the past, some subscriptions could not be co-terminated (adjusted for a common renewal date.) These prorations can now be used so that every item will renew at the same time.
- **One-Time Discount (One Time Disc.):** A special discount has been applied for one time

All sales subject to the standard EULA and Product Warranty provided with your products. This document is considered accepted if written communication to the contrary is not received within 7 days.



US-73402

4/1/2023

EnvisionWare, Inc.

Pay by credit card at the Customer Center: <http://support.envisionware.com>

Make Checks Payable To:

EnvisionWare, Inc.
1960 Satellite Blvd | Suite 4100
Duluth, GA 30097-4217
United States

Domestic ACH (US only): ACH Info: Bank name = SunTrust Bank; Routing # = 021052053 (9 digits); Account # = 55263483 (8 digits) ; SWIFT = SNTRUS3A; Account name = EnvisionWare

Remittance Slip

Customer 5891 Pima County Public Library
Invoice # US-73402
Amount Due

Amount Paid _____



US-73402