



ANITA LOPEZ LUCAS COUNTY AUDITOR

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MEMORANDUM

TO: All Data Processing Board Members
FROM: Anita Lopez, Secretary of Board
DATE: April 5, 2016
SUBJECT: Data Processing Board Meeting

The Lucas County Data Processing Board Meeting will be held on **Thursday, April 7 at 11:00 a.m. in the Commissioners' Conference Room A, Suite 800 of Government Center.** Previous minutes, agendas and requests can be viewed online at <http://www.co.lucas.oh.us/index.aspx?nid=2253>.

Agenda:

1. Approval of Minutes
2. Requests
 - A. Recorder – Laptops
 - B. Land Bank – Tablets
3. Old Business
 - A. Case Management System Update
 - B. County Email Update
 - C. County Web Site Update
4. New Business
 - A. 2015 LCIS Annual Report

**LUCAS COUNTY DATA PROCESSING BOARD
MEETING MINUTES**

Thursday, March 3, 2016

Voting Members Present:

Jason Gears, Auditor Rep
Steven Spitler, Commissioner Rep.
Julie East, Recorder Rep.
Lila Shousher, Treasurer Rep.
Adam Hansen, Clerk of Courts Rep.
Sharon Raburn, Domestic Relations Ct. Rep.
Eric Zatkan, Common Pleas Court Rep.
Ed Feeney, Board Of Elections

Attendees:

Ron Heinold, LCIS
Jim Molnar, Auditor Real Estate
Kelleigh Decker, OMB
Matt Thal, Auditor Real Estate

Recording Secretary:

Karen Schnitkey

- Jason Gears called the meeting to order.
- Motion to approve the minutes of the February 4, 2016 meeting made by Ms. Shousher, seconded by Ms. Raburn; motion carried.

Purchasing Requests

Auditor

Matt Thal presented a request to purchase 15 Dell Venue Pro 11 tablets and 2 docking stations to be used with the Tyler Cama/tax accounting system. The tablets will be used by the real estate appraisers to collect and transmit data from the field to iasWorld. This will increase the efficiency of the data collection process. The cost will not exceed \$25,000 and funds are available in 2030-0170-530100. REA has tested a model with no problems. Mr. Zatkan asked if REA can report back to the board in 6 months with their pros and cons of the devices. Motion to approve the purchase made by Mr. Zatkan, seconded by Ms. Shousher; motion carried.

Old Business

Case Management System

Mr. Zatkan reported that they are finalizing plans for upgrades to switches in the Juvenile Justice Center. They are working on hardware and software configurations with LCIS. They expect eFiling to be the first system to go live. Business process meetings are continuing with departments and they are still on schedule for the implementation.

County Email

Mr. Gears told the board that an Outlook calendar processor for Groupwise has been enabled and is working well to populate Outlook calendar requests into Groupwise. He is continuing dialogue with Dell regarding Microsoft Exchange and Outlook options. Dell offers needed translation and conversion tools. LCIS is continuing to support and upgrade our current email product and the 2014 Groupwise update is planned for the 2nd half of this year.

County Web Site

Ms. Schnitkey reported that work is continuing on the CivicPlus website user audit to contact all agencies, have them update their user list and gather pros and cons about the system. They'll be looking into survey options this month. Information was gathered from the 8 largest counties in Ohio on how they manage their web sites. Four counties use an in house product and are planning to contract with an outside vendor in the future. They will continue to gather preliminary information about options for CMS solutions, including possible upgrades to the current system. A meeting will be scheduled for a demo of the CivicPlus upgrade with the committee.

LCIS Annual Report

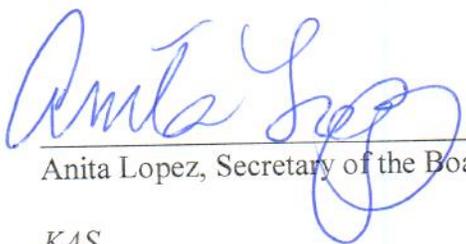
Mr. Gears reminded board members to submit any suggested edits for the LCIS Annual Report to either himself or Karen Schnitkey.

New Business

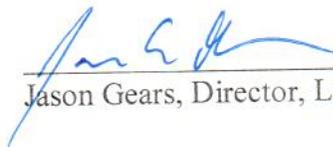
There was no new business

There was no Executive Session.

Ms. Shousher made a motion to adjourn, seconded by Ms. Scott; motion approved.



Anita Lopez, Secretary of the Board



Jason Gears, Director, LCIS

KAS



Phil Copeland
LUCAS COUNTY RECORDER
ONE GOVERNMENT CENTER • SUITE 700
TOLEDO, OHIO 43604-2257
TELEPHONE 419-213-4400
FAX 419-213-4284



March 30, 2016

Lucas County Data Processing Board
Ms. Anita Lopez, Secretary
One Government Center, Suite 600
Toledo, Ohio 43604

Dear Ms. Lopez:

The Lucas County Recorder's Office respectfully requests approval from the Data Processing Board to purchase two (2) Dell Latitude 13 7000 series laptops at the quoted price of \$4,923.35. The quote is attached. Funds are available in the Recorder Technology Fund 2230-3120-530100.

The laptops will be used by Julie East, Chief Deputy and Chris Felder, Office Manager as we hold outreach seminars regarding the functions of the Recorder's Office along with on-site training to local title agencies and law offices of our new Recorder's TrakRecord System. Having VPN and wireless access will be needed as well.

Thank you,

A handwritten signature in blue ink that reads "Phil Copeland". The signature is written in a cursive style and includes a small flourish at the end.

Phil Copeland
Recorder

3/8/2016 1:08:38 PM



Thank you. Your eQuote has been saved!
 eQuote # 1021703709068. This eQuote expires on 5/7/2016

eQuote Details

eQuote Number 1021703709068
eQuote Name 20160308 Recorder 2 in 1
Contract Code: WN98AGW
Saved On 3/8/2016
Expires On 5/7/2016
Saved By jburnat@co.lucas.oh.us
Premier Page Lucas County Information Services,
 OH NASPO ValuePoint 0A1068 /
 WN98AGW

Order Contact

Order Date 3/8/2016
eQuote Contact Jeremy Burnat
 Lucas County Information Services
 (419) 213-4664
 jburnat@co.lucas.oh.us

Shipping

Shipping Contact Jeremy Burnat
 Lucas County Information Services
 (419) 213-4664
 jburnat@co.lucas.oh.us
Shipping Address One Government Center
 Toledo, OH 43604
Delivery method no charge delivery
Trade compliance No, I will not be exporting

Cart Contents

Item	Quantity	Estimated Ship Date	Price
 Dell Tablet Dock v2.0 Manufacturer Part#: GCH4V Dell Part#: 452-BBWL Premier Discount Add to List	2	3/14/2016	\$279.98
			(\$70.00)
			\$209.98
 Dell Active Stylus Manufacturer Part#: K5J52 Dell Part#: 750-AAGN Premier Discount Add to List	2	3/11/2016	\$69.98
			(\$7.00)
			\$62.98



Latitude 13 7000 series - Build (\$2,055.41/ea)
 Your Own
 Latitude 7350
 Premier Discount

2

3/21/2016

\$6,045.32

Add to List

(\$1,934.50)

\$4,110.82



Dell Active Stylus
 Dell Active Stylus

(\$31.49/ea)

2

3/8/2016

\$69.98

(\$7.00)

\$62.98



Dell Bluetooth Mouse - WM615
 Dell Bluetooth Mouse - WM615

(\$37.49/ea)

2

3/8/2016

\$99.98

(\$25.00)

\$74.98



Dell Urban 2.0 Topload Carrying Case - 15.6"
 Dell Urban 2.0 Topload Carrying Case - 15.6"

(\$34.39/ea)

2

3/8/2016

\$79.98

(\$11.20)

\$68.78

Subtotal

\$4,590.52

Estimated Shipping

\$0.00

Estimated Tax

\$332.83

Total

\$4,923.35

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Same day shipment subject to order size limitations, Dell standard shipping methods and payment via credit card, gift card or Dell Business Credit. Notification will be provided if there are payment delays which could impact shipping date. Electronics and accessories may ship separately.

Smart Selection. Limited quantities. Only available for orders placed by 5:59 p.m. CT Mon-Thurs. Systems shipped the next business day after an order is placed. Subject to order approval. Software and accessories not part of the configuration will be shipped separately and may arrive after your system. Please note that Smart Selection Configuration pricing cannot be combined with other pricing offers or discounts provided or agreed to by Dell. ** Orders with Custom Factory Integration might require additional processing time.

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†Subject to applicable law and regulations.



Wade Kapszukiewicz, Chair

March 23, 2016

Lucas County DP Board
Ms. Anita Lopez, Secretary
One Government Center, Suite 600
Toledo, Ohio 43604

Dear Ms. Lopez:

The Lucas County Land Bank would like approval to purchase a Microsoft Surface Pro 4, along with various necessary accessories, pursuant to the attached quote, and to connect this equipment to the County's network. This equipment is necessary for our Field Technician to prepare renovation specifications and conduct other Land Bank work outside the office in properties the Land Bank owns or controls.

Total Price: Not to exceed \$ 1,539.65 (see attached quote)

The Land Bank will expend from its Equipment budget for 2016, and funds are immediately available and authorized for this purchase. Should you have any questions, please feel free to contact me at x4261.

Sincerely,

A handwritten signature in cursive script that reads "David P. Mann".

David Mann
President



CDWG.com | 800.594.4239

OE400SPS

SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
GXDK853	10394664	3/22/2016

BILL TO:
 JEREMY BURNAT
 1 GOVERNMENT CTR STE 400
 INFORMATION SERVICES

SHIP TO:
 LUCAS COUNTY DATA PROCESSING
 1 GOVERNMENT CTR STE 400
 INFORMATION SERVICES

Accounts Payable
 TOLEDO , OH 43604-2290

TOLEDO , OH 43604-2290
 Contact: JEREMY
 BURNAT 419.213.4664

Customer Phone #

Customer P.O. # SURFACE PRO 4 QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
SEAN BERGQUIST 877.325.3701	UPS Ground (1- 2 day)	Request Terms	STATE

QTY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	3862819	MS SURFACE PRO 4 I5 256GB 8GB W10 Mfg#: 7AX-00001 Contract: MARKET	1,212.35	1,212.35
1	3862817	MS SURFACE PEN SILVER Mfg#: 3ZY-00010 Contract: MARKET	47.32	47.32
1	3862769	MS SURFACE PRO 4 TYPE COVER BLACK Mfg#: R9Q-00001 Contract: MARKET	103.02	103.02
1	3862784	MS SURFACE PRO 3 DOCK STATION SHIM Mfg#: TP3-00001 Contract: MARKET	0.00	0.00
1	3674366	MS SURFACE 3 DOCKING STATION Mfg#: M9Z-00001 Contract: MARKET	156.11	156.11
SUBTOTAL				1,518.80
FREIGHT				20.85
TAX				0.00

US Currency

TOTAL 1,539.65

CDW Government
 230 North Milwaukee Ave.
 Vernon Hills, IL 60061

Fax: 312.705.8283

Please remit payment to:
 CDW Government
 75 Remittance Drive
 Suite 1515
 Chicago, IL 60675-1515

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>
 For more information, contact a CDW account manager.