March 8, 2018

Dr. Kent Harshbarger, Vice-Chair
Automatic Data Processing Board
361 West Third Street
Dayton, OH 45402

Dear Dr. Harshbarger:

An Automatic Data Processing Board meeting has been scheduled for Wednesday, March 14, 2018 at 9:00 a.m. in the 6th floor Data Processing Training/Conference Room. The agenda will be as follows with supporting documentation attached.

(1) Minutes from February 14, 2018 meeting

(2) Board Reorganization

(3) Records Center & Archives - Purchase a Mekel MACH 5 Turnkey System and a Mekel MACH 7 Microfiche Scanning System ($163,129.06)

(4) Montgomery County ADAMHS - Purchase of a Care Locator App for Mobile Devices ($76,000.00)

(5) Montgomery County ERP Selection Team - Implementation Services for Microsoft Dynamics 365 from Crowe Horwath LLP ($4,316,000.00) and software from MNJ Technologies ($33,955.00)

Sincerely,

Karl L. Keith
KARL L. KEITH, Secretary
Automatic Data Processing Board

KLK/bru

Attachments

Cc: ADP Board Members
Cc:  James Alford, Data Processing Director
     Tina Ratcliff, Records Manager
     James Dare, Common Pleas Court Administrator
     Kate Evans, Auditor's Office
     Mary Montgomery, Prosecutor's Office
     Chris Boyd, Data Processing
     Steve Glardon, Data Processing
     Ellis Shockley, Data Processing
     Eric Armstrong, Domestic Relations Court
     Jennifer Petrella-Ahrens, Domestic Relations Court
     Tyler Small, Administrative Services-Purchasing
     Bart Kincaid, Sheriff's Office
     Debra Harden, Recorder's Office
     Dana Brown, Clerk of Courts' Office
     Chris Williams, Coroner/Crime Lab
     Ann Bryant, Commission Office
     Edward McNachtan, Common Pleas Court
     Amy Wiedeman, Administrative Services
     Sam Blair, Auditor's Office
     John Parks, ADAMHS
     News Media
AUTOMATIC DATA PROCESSING BOARD MEETING
February 14, 2018

PRESENT:  Debra Harden for Willis Blackshear, Chair
          Dr. Kent Harshbarger, Vice-Chair
          Kate Evans for Karl Keith, Secretary
          Bart Kincaid for Sheriff Phil Plummer, Member
          James Dare for Judge Mary Katherine Huffman, Member
          Amy Wiedeman for Dan Foley, Member
          Edward McNachtan, Common Pleas Court-General Division
          Tina Ratcliff, Records Management
          Eric Armstrong, Domestic Relations Court
          Jennifer Petrella-Ahrens, Domestic Relations Court
          James Alford, Data Processing
          Steve Gardon, Data Processing
          Ellis Shockley, Data Processing
          Chris Boyd, Data Processing
          Niko Infanto, Data Processing
          Betty Upshaw, Data Processing Administrative Assistant

The Vice-Chair, Dr. Kent Harshbarger, called the February 14, 2018 Automatic Data Processing Board meeting to order. (A copy of the agenda is attached hereto for reference.)

Agenda item number one was the approval of the minutes from the January 24, 2018 special meeting. Motion to approve the minutes was made by James Dare. Kate Evans seconded the motion. Motion carried unanimously.

Agenda item number two and the only request presented at this meeting was one from the Data Processing Department seeking the Board’s approval to enter into an agreement with Flexential through the vendor, RoundTower Technologies, for a Co-location Facility for Disaster Recovery Services and Lightower Fiber Networks for supply of a one gigabyte connection between the facility and the Administration Building. Before turning over the presentation to Ellis Shockley, the Operations Manager, James Alford, the Director of Data Processing, explained Data Processing’s decision to relocate the DR site and the change in vendor. Mr. Alford apprised the Board of past issues with the current vendor, Level 3 Communications LLC., such as security functions, communications problems, feedback, and frequent sales/support representative changes. Following Mr. Alford’s explanation, Ellis Shockley informed the Board RoundTower’s annual cost would be $52,080.00 with a start-up fee of $7,910.00 using state term pricing. Mr. Shockley said RoundTower would also relocate all the hardware from the current facility to the new facility for a cost of $16,660.00. He added the one gigabyte connection would have an
annual cost of $17,472.00 and would utilize the state’s master service agreement with Lightower Fiber Networks. Mr. Shockley told the Board the total annual cost of these 36 months agreements would be $69,552.00. The Board was informed Data Processing had worked with the Purchasing Department to utilize the state term agreement and the state’s master agreement. Mr. Shockley stated the funding for these agreements would come from Data Processing’s budget. After further discussion, Debra Harden moved for approval of this request. Motion was seconded by James Dare. Motion carried unanimously.

In other business, James Alford introduced Niko Infanto, a new Data Processing Department employee. Mr. Alford stated Mr. Infanto would be working for Chris Boyd as a Senior Programmer Analyst. A few Board members were already familiar with Mr. Infanto as he had previously worked as an intern with Development Services and the BCC-IT Department as a Kronos expert.

There being no further business, Debra Harden made a motion to adjourn. Kate Evans seconded the motion. Motion carried unanimously.

Respectfully submitted,

[Signature]

KARL L. KEITH, Secretary
Automatic Data Processing Board

KLK/bru

Attachment
Mr. Willis Blackshear, Chair
Automatic Data Processing Board
451 West Third Street
Dayton, OH 45422

Dear Mr. Blackshear:

An Automatic Data Processing Board meeting has been scheduled for Wednesday, February 14 at 9:00 a.m. in the 6th floor Data Processing Training/Conference Room. The agenda will be as follows with supporting documentation attached.

(1) Minutes from the special January 24, 2018 meeting

(2) Data Processing – Colocation Facility for Disaster Recovery Services from RoundTower Technologies (State Term Schedule Number STS-033#534141-4) as host at $52,080.00 per year with a one-time startup fee of $7,910.00 and a relocation service fee of $16,660.00 and Lightower Fiber Networks (Master Service Agreement Number MSA00040) for one gigabyte connection at a cost of $17,472.00 per year

Sincerely,

Karl L. Keith
Karl L. Keith, Secretary
Automatic Data Processing Board

KLK/bru

Attachments

Cc: ADP Board Members
James Alford, Data Processing Director
Tina Ratcliff, Records Manager
James Dare, Common Pleas Court Administrator
Kate Evans, Auditor’s Office
Mary Montgomery, Prosecutor’s Office
Cc: Chris Boyd, Data Processing  
    Steve Glardon, Data Processing  
    Ellis Shockley, Data Processing  
    Eric Armstrong, Domestic Relations Court  
    Jennifer Petrella-Ahrens, Domestic Relations Court  
    Tyler Small, Administrative Services-Purchasing  
    Bart Kincaid, Sheriff's Office  
    Debra Harden, Recorder's Office  
    Dana Brown, Clerk of Courts' Office  
    Chris Williams, Coroner/Crime Lab  
    Ann Bryant, Commission Office  
    Edward McNachtan, Common Pleas Court  
    Amy Wiedeman, Administrative Services  
    News Media
March 1, 2018

James Alford
Montgomery County Data Processing
451 West Third Street
Dayton OH 45422

Mr. Alford,

The Montgomery County Records Center & Archives respectfully requests the approval by the Automatic Data Processing Board of the purchase of two microfilm scanning systems: a Mekel MACH 5 Turnkey System and a Mekel MACH 7 Microfiche Scanning System. Both systems will be purchased from Quality Associates, Inc., via GSA Schedule 70 (GSA Contract # GS-35F-0062N Cooperative Purchasing Program). The total cost is $163,129.06.

The Mekel MACH 5 Turnkey System scans rolls of microfilm quickly and accurately. The MACH 5 will enable the Records Center & Archives to scan microfilm rolls for county offices, eliminating the need for the office to maintain duplicate microfilm rolls in their offices. The system itself costs $65,850.38. In addition, we will purchase a consumables kit ($1,433.50), one year on-site preventative maintenance coverage ($9,197.90) and five years of software support ($2,068.00). The total cost for the system is $78,549.78.

The Mekel MACH 7 Microfiche Scanning System will replace a Mekel MS62-200 that was purchased in the early 2000s by the Records Center & Archives and can no longer be serviced. The Mekel MACH 7 will allow the Imaging Center to improve the speed and accuracy of its microfiche scanning and will reduce the time the center currently spends cropping and editing scanned images. The system itself costs $65,850.38. In addition, we will purchase a consumables kit ($1,504.00), one year on-site preventative maintenance coverage ($9,197.90) and five years of software support ($2,068.00). The total cost for the system is $78,620.28.
The Records Center & Archives will purchase three days of installation and training ($4,324.00) and delivery to the 6th Floor of the Reibold Building ($1,635.00). The total cost of the systems, consumables, maintenance, support, installation, training and delivery is $163,129.06.

The funds for these purchases will come from the Imaging Center’s 2018 Budget. (OCA 161019, Object Level 3 9105)

Thank you for considering our request.

Sincerely,

[Signature]

Tina S. Ratcliff
Montgomery County Records & Information Manager
Montgomery County Records Center & Archives
(937) 496-6932
ratclifft@mcohoio.org
Quality Associates, Inc.  
8141 Maple Lawn Blvd., Second Floor  
Maple Lawn, MD 20759  
ph - 410-884-9100  
fax - 410.884.9122  
www.QualityAssociatesInc.com

GSA Contract No. GS-35F-0062N  
Expiration Date: 10/20/22  
DUNS #: 0249665555  
Tax ID #: 52-1482791  
Cage Code: 1ZL13  
Reference #: QA1-0218-00000v2

## QUOTE

**To:** Montgomery County  
117 South Main Street  
Dayton, OH 45422

**Quoted to:** Montgomery County

**Project:** Mekel MACH 5 & 7

**Contact:** Josh Strong

**Phone:** 937-225-5479

**Email:** tiffany@macobo.org

**Quoted by:** Tiffany Mitchell  
**Phone:** 410-884-9100

<table>
<thead>
<tr>
<th>Item #</th>
<th>Model #</th>
<th>Description</th>
<th>Quantity</th>
<th>Unit</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>QA08H10034</td>
<td>MKL-1005</td>
<td>Mekel MACH 5 Turnkey System with PC Workstation and Software</td>
<td>1</td>
<td>Each</td>
<td>$65,850.38</td>
</tr>
<tr>
<td>QA08H1002</td>
<td>MKL-1007</td>
<td>Mekel MACH 7 Turn Key Microfiche Sacrament System with Scanner PC Workstation and Software</td>
<td>1</td>
<td>Each</td>
<td>$65,850.38</td>
</tr>
<tr>
<td>QA08H10177</td>
<td>CM-SOP</td>
<td>Installation and Training - Level 3 - up to 3 days onsite, Includes MACH 5 and 7 system installation, MACH 5 in-depth training and MACH 7 refresher training (1 Day Mach 7 - 2 Days Mach 5)</td>
<td>1</td>
<td>Each</td>
<td>$4,324.00</td>
</tr>
</tbody>
</table>

**SUBTOTAL:** $136,024.76

**TOTAL ORDER:** $136,024.76

## DELIVERY

<table>
<thead>
<tr>
<th>Item #</th>
<th>Model #</th>
<th>Description</th>
<th>Quantity</th>
<th>Unit</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>QA08H10177</td>
<td>CM-SOP</td>
<td>Shipping Charges - liftgate and onsite delivery for both units</td>
<td>1</td>
<td>Each</td>
<td>$1,635.00</td>
</tr>
</tbody>
</table>

## ADDITIONAL SERVICES

<table>
<thead>
<tr>
<th>Item #</th>
<th>Model #</th>
<th>Description</th>
<th>Quantity</th>
<th>Unit</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>QA08H10017</td>
<td>ME-MACH5-CONKIT2</td>
<td>MACH 5 Consumable Kit</td>
<td>1</td>
<td>Each</td>
<td>$1,433.50</td>
</tr>
<tr>
<td>QA08H10177</td>
<td>CM-SOP</td>
<td>MACH 5 1 Year On-Site Full Coverage PMC</td>
<td>1</td>
<td>Each</td>
<td>$9,197.90</td>
</tr>
<tr>
<td>QA08H10177</td>
<td>CM-SOP</td>
<td>MACH 5 Year Software Support PMC Contract - Includes software updates / revisions</td>
<td>1</td>
<td>Each</td>
<td>$2,068.00</td>
</tr>
<tr>
<td>QA08H10177</td>
<td>ME-MACH7-CONKIT2</td>
<td>MACH 7 Consumable Kit</td>
<td>1</td>
<td>Each</td>
<td>$1,504.00</td>
</tr>
<tr>
<td>QA08H10177</td>
<td>CM-SOP</td>
<td>MACH 7 1 Year On-Site Full Coverage PMC</td>
<td>1</td>
<td>Each</td>
<td>$9,197.90</td>
</tr>
<tr>
<td>QA08H10177</td>
<td>CM-SOP</td>
<td>MACH 7 Year Software Support PMC Contract - Includes software updates / revisions</td>
<td>1</td>
<td>Each</td>
<td>$2,068.00</td>
</tr>
</tbody>
</table>

**Note:**  
Quote is based on the purchase and shipping of the MACH 5 and MACH 7 on one Purchase order  
Installation and Training is based on a single trip

Thank you,

Tiffany Mitchell  
Inside Sales Manager  
Quality Associates, Inc.  
tiffany@qualityassociatesinc.com

A copy of our standard terms & conditions are attached or can be made available upon request.
MEET THE MACH MICROFILM SCANNERS
And Meet (or Exceed) True Optical DPI Requirements with Ease and Precision

For archivists, records managers and service bureaus there is no greater measure of success than accuracy to the original media. In today's business climate, that accuracy has to be paired with maximum efficiency in order to be cost-effective. The Mekel Technology MACH-series microfilm scanners combine the best of worlds, using NARA and Library of Congress preservation specifications as the gold standards and pairing them with innovative technology for an unmatched return on investment.

ALL MEKEL PRODUCTION MICROFILM SYSTEMS FEATURE:
- Robust work ethic; works 24/7 with minimal maintenance requirements
- 16mm and 35mm microfilm conversion capability
- Scanning up to 1,000’ rollfilm and 3M/ANSI/Ektamatic cartridges as standard
- Conversion to most electronic imaging formats, including PDF varieties and archival formats
- Fast throughput
- Highly-refined precision lenses
- Mekel's one-of-a-kind QuantumScan and QuantumProcess suite
- 100% accurate image capture; no re-loading necessary – scan once and done
- A sophisticated toolkit of automated and manual image processing features to guarantee the best image quality possible; eliminates the need for re-scans
- An external PC, allowing for maximum uptime and technology updates
- Calibrated/focused LED light source
- Sturdy case with built-in reel storage
- Stable and gentle transport system
- "Load and go" intuitive operation

MACH12 Key Features
- High optical resolution: 100-750 dpi true optical resolution
- 12-bit camera exceeds true optical dpi requirements for capture of books, newspapers, manuscripts, financial records and more
- Unrivaled image quality and capture accuracy – excellent tonality and depth of field
- Crystal clear scanning of small fonts and highly-reduced images
- Higher OCR accuracy as a result of better image quality

MACH10 Key Features
- Highest efficiency for the combination of speed and image quality
- Scans up to 700 images per minute/3 minutes per 100’ roll (up to 1400 images per minute via speed mode)

MACH5 Key Features
- Offers speed and image quality when scanning a wide variety of microfilm in various states of composition
- Scans under 6 minutes per 100’ roll

“We would have to charge double or triple the price if we were using our former scanners. With the MACH-series, we require less scanners, less operators and have been able to cut the cost of re-scans due to the higher quality images. We are saving $144.00 per day, per person, since installing the Mekel products.” Conversion service manager, West Coast Imaging Bureau
### TECHNICAL SPECIFICATIONS

<table>
<thead>
<tr>
<th></th>
<th>MACH12</th>
<th>MACH10</th>
<th>MACH5</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CAMERA/OPTICS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Up to 12-bit dynamic range with gamma correction grayscale output. Full depth of pixels processed.</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10-bit dynamic range with gamma correction grayscale output. Full depth of pixels processed.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Superior real-time or post-scan image processing speed</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Direct path imaging: camera, film and light source are in-line to ensure optimum image quality</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>160 megapixel/second camera; 320 megapixel/second output</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>80 megapixel/second camera; 160 megapixel/second output</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Full 12,288 pixel CCD array for highest true optical dpi in the industry</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Full 8,192 pixel CCD array for highest true optical dpi in the industry</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Automatic Gain Control (AGC) to optimize image quality while scanning</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Mekel &quot;smoothlight&quot; fiber optic bundle balances lighting across entire scan area; no hot spots or shadowing</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td><strong>RESOLUTION</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 - 600 true optical dpi; 4x - 96x reduction ratio range</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td><strong>FILM TYPES</strong> (100’, 215’ and 1,000’ roll standard)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accepts ANSI, M-types, Kodak Ektagraphic and open spools</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>16mm/35mm; simplex/duplex; positive/negative</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Silver, Diazo and Vesicular formats</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td><strong>QUANTUM SPEED</strong> (100’ roll)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>200 dpi using QuantumScan</td>
<td>4.5 mins*</td>
<td>3 mins</td>
<td>6 mins</td>
</tr>
<tr>
<td>300 dpi using QuantumScan</td>
<td>6.5 mins*</td>
<td>4.5 mins</td>
<td>9 mins</td>
</tr>
<tr>
<td>Complete rolls in half the time using speed mode</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td><strong>ROLL-FILM SPEED</strong> (per image)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Up to 700 images/1400 files per minute at 200 dpi using speed mode</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Up to 440 images</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Up to 350 images/700 files per minute at 200 dpi using speed mode</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>No adaptive speed control necessary</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Complete rolls in half the time using speed mode</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td><strong>HARDWARE IMAGE ENHANCEMENT</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Real-time image sharpen and enhancement done in hardware; no reduction in throughput</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td><strong>FILM CONTROL</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electronically-controlled film format selection for precise positioning of the CCD camera and lens; high-speed rewind</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td><strong>QUANTUM IMAGE PROCESSING</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Task set-up by job or saved in set-up file</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Up to 1600 images per minute (32 bit; 64 bit higher)</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Single, double or triple level blip code detection</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Full frame, leading and trailing edge image detection</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Simultaneous output of grayscale and bitonal formats</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Output to single/multi-page, bitonal TIFF (I/G4) and JPEG</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Output to TIFF uncompressed, PDF compressed (single/multi), JPEG2000, PDF/A and others</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td><strong>HARDWARE NOTABLES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Industry-leading reliability</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Film cleaning rollers: custom technology cleans film as it scans if desired</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>No pinch rollers to dislodge or separate brittle/old film splices</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Superior transport stability via vertically-aligned film transport system</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td><strong>TECHNICAL SPECIFICATIONS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating System: MACH5/MACH10: Windows 7, Windows 10 (64-bit only)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MACH12: Windows 7 (64-bit only), Windows 10 (64-bit only)**</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Power Requirements: 50Hz or 60Hz; 90-240v; 500w, single-phase switch for domestic or international use</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Agency Approvals: FCC, UL and CE certification</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Dimensions/Weight: 15.5&quot; x 15.5&quot; w x 22&quot; h/50 lbs.</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

*at higher resolution then MACH5 or MACH10
**Dependent on the version of QuantumScan software
HIGH PERFORMANCE MICROFICHE SCANNERS FROM THE FIRST NAME IN MICROFILM SCANNING

LEADING THE INDUSTRY
In 1989, Mekel Technology introduced the first microfilm scanner to the world, followed closely by its first microfiche scanner. Today, the Mekel MACH-series microfiche scanners are the most advanced microfiche scanning systems on the market.
- Handles various microfiche and jacket formats
  NEW! Now handles aperture cards.
- Offers advanced image quality capture at high speeds from even the most difficult film
- Widely-recognized as the most automated, reliable and easiest-to-use microfiche scanners in the industry

VERSATILITY AND SUPERIOR IMAGE QUALITY
COM. Jackets. Step and Repeat. Using the latest in Mekel's CCD, lens and "smoothlight" fiber optic technology, the MACH fiche scanners demonstrate an ability to seamlessly convert any format of microfiche to various electronic image formats. Providing the highest optical dpi in the industry, Crowley microfiche scanners deliver clear and consistent image quality while automatically regulating density variations common to many microfiche. Image processing features include:
  - Automatic crop
  - Automatic mirror
  - Automatic rotation
  - Automatic deskew
  - Automatic invert
  - Software focus

HIGH SPEED
In addition to providing high-quality images, the MACH 7 fiche scanner is designed to operate at speeds of up to 200 images per minute. The MACH 6 fiche scanner, a mid-range unit, achieves up to 100 images per minute. Both pieces can create bi-tonal and grayscale images simultaneously without impacting speed.

EASY TO USE SOFTWARE CREATES ADDED VALUE
FastFiche, the Mekel Technology microfiche workflow system, eliminates the software learning curve. The simple-to-use sliders, preview screens and flexibility often reserved for more sophisticated applications ensure full-bore scanning within hours of installation and training.

FastFiche HIGHLIGHTS
- Easy-access tabs allow for quick job set-up without the need for elaborate and confusing wizards
- Advanced menus for detailed image enhancement features
- Dual-view capability to view bi-tonal and grayscale images simultaneously without impacting speed
- Image quality control and re-scan window that allows for real-time image enhancement
- Flexible and simple to use file-naming capability
## EQUIPMENT FEATURES

| Camera/Optics                        | - Up to 12-bit dynamic range with gamma correction grayscale output. Full depth of pixels processed  
|                                    | - Advanced adaptive Automatic Gain Control (AGC). Handles varying film density in real-time across the film  
|                                    | - 80 megapixel/second camera; 160 megapixel/second output  
|                                    | - Full 8,192 pixel CCD array for highest optical dpi in the industry  
|                                    | - Mekel "smoothlight" fiber optic bundle offers balanced lighting across the entire scan area with no hotspots or shadowing  
| Resolution                         | 100-600 true optical dpi; 4x-96x reduction ratio range  
| Film Handling                      | - Hands-free automatic loading/unloading or manual loading/unloading  
|                                    | - Input hopper capacity up to 75 fiche  
| Speed (fully processed)            | - MACH 6  
|                                    | 24x/200 dpi – up to 75 ppm  
|                                    | 42x/200 dpi – up to 75 ppm  
|                                    | 48x/200 dpi – up to 100 ppm  
|                                    | - MACH 7  
|                                    | 24x/200 dpi – up to 150 ppm  
|                                    | 42x/200 dpi – up to 150 ppm  
|                                    | 48x/200 dpi – up to 200 ppm  
| Formats                             | Supports all standard aperture card and fiche types including standard or long jackets; COM;  
|                                    | AB Dick; Ultra Fiche and Microx: Images can be 16mm or 35mm; combo 16mm/35mm; simplex  
|                                    | or duplex; positive or negative; Diazo; Silver; Vesicular; duplicates; cine/comic mode  
| Hardware Enhancements              | - Real-time image sharpen and enhancement done in hardware; no reduction in throughput  
|                                    | - Optional microcard module  

## SOFTWARE FEATURES

| Image Processing                     | - Continuous automatic scanning  
|                                    | - Interactive selection of individual images or automatic capture of entire fiche row as an individual image  
|                                    | - Real-time automatic and manual control of rotation, cropping, deskew and automatic compression of film background density variations  
|                                    | - Real-time image processing provides 5x the typical processing speed  
|                                    | - Task set-up by job or saved in set-up file  
| Frame Detection                     | - Single-pass intelligent pre-scan automatically detects all images regardless of size or location  
|                                    | "Presence Prescan" feature allows for faster throughput on COM by automatically detecting and scanning only those frames that contain data  
| Title Bar/Full-Fiche Imaging        | - Fully- and/or user-definable title bar can be saved along with images scanned from fiche (opaque or translucent)  
|                                    | - Full-fiche pre-scan image can also be saved along with images scanned from fiche  
| Viewing/Browsing                    | - Full or partial screen in real-time or by thumbnail, emulating fiche layout  
|                                    | - Real-time dual view of bi-tonal and grayscale images  
| File Formats                        | Simultaneous output of grayscale and bi-tonal formats  
|                                    | Output to single/multi-page, bi-tonal TIFF (G3, G4) and JPEG  
|                                    | Output to TIFF uncompressed, PDF compressed (single/multi), JPEG2000, PDF/A and others  

## TECHNICAL SPECIFICATIONS

Dell high-end multi-processor, multi-core workstation ensure maximum uptime and performance. Please request current specs.

| Power Requirements                  | 50Hz or 60Hz/100v to 240v AC/800 watt single-phase, switchable for domestic and international use  
| Operating System                    | Windows 7 and Windows 10 (64-bit only) utilizing FastFiche and/or Quantum Software by Mekel Technology  
| Agency Approvals                    | FCC, UL and CE certification  
| Dimensions/Weight                   | 33.1”h x 18”w x 19”d/130 lbs.  

**CROWLEY**

240.215.0224 U.S. | www.thecrowleycompany.com

Rev 03/16
In 1989, Mekel Technology brought the world its first microfilm scanner.

Today, it brings the most advanced microform processing software in the market.

No matter what the technology is called, when it comes to full-fiche or full-roll ribbon scanning, Mekel Technology's Quantum software scanning and processing technologies offer superior image capture, quality, processing and savings benefits.

Increase operator production
Scan at full-rated speeds without operator intervention
Share quality assurance tasks with multiple operators
Drive multiple MACH-series microfilm scanners with a single operator

Reduce microform scanning costs
Never search for lost images
Eliminate the need to rescan

100% image capture guaranteed
Optimum image quality
**QuantumScan**

**Easy To Use Microfilm Workflow**

- **Load the roll**
- **Select a local or network directory**
- **Start production scanning**

**Automatic Frame Detection**
Regardless of size, **QuantumScan** will find any frame automatically on a scanned roll without the need for complicated set-up wizards – 100% image capture guaranteed.

**Speed**
Using varying resolution and reduction scenarios, the **Mekel MACH-series** can operate at speeds up to 1600 images per minute and offers the highest optical resolution on the market.

**Template Options**
Create job templates for like rolls, ensuring the continuation of quick and easy scanning.

**Image Quality Settings**
Utilize independent grayscale and bi-tonal settings for one-time, easy set-up to ensure optimum image quality capture.

**Advanced Focus Option**
Fine-tune focus within seconds for various film thicknesses to ensure optimum image quality.

**Pre-Scan Testing**
Provides quick confirmation that images are correctly framed and that desired image quality has been achieved before starting production scanning.

**Multiple Ribbon Output Options**
Various strip output formats are available including: uncompressed TIFF, JPEG and bi-tonal TIFF.

**Advanced Frame Detection**
**QuantumScan** detects simplex, duplex, comic and cine mode film formats on the fly.

**Easy Transfer**
**QuantumScan** turns raw roll footage into manageable strips, allowing for easy transfer to centralized storage and quality assurance.

**Easy Workflow Integration**
**QuantumScan** enables scripting integration to launch customized functionality within the software or for third party applications.

---

**QuantumProcess**

**Revolutionary Microform Processing Workflow**

**Batch Processing**
Single or multiple QuantumProcess license availability enables digital reels to be processed across a network by multiple quality assurance technicians.

**Strip Zoom Capability**
Use the image zoom function to allow for a range from “quick glimpse” to “detailed review” for quality and frame accuracy.

**Editing Toolkit**
A sophisticated toolkit ensures that multiple editing functions are only a mouse click away: frame creation, resize, delete, insert, overlap, undo, mirror, invert, etc.

**Fixed Grid Frame Replication**
Allows for the setting of a fixed image size and spacing to be applied to all frames or selected frames in a group.

**Blip Removal**
Provides the option to remove blips from frame detection.

**Irregular Frame Flag**
Save time and labor by selecting a median average of all frame sizes, flagging only those images that fall outside of the average for review.

**Custom Processing**
The “all” or “selected” options give the operator the ability to process/export all images in a roll or only those pre-selected.

**Multiple Output Options**
Various file output options include uncompressed TIFF, JPEG, JPEG 2000 and others as well as PDF, TIFF G4 in single/multi-page.

Additional output options include: grayscale files only; bi-tonal files only; or simultaneous grayscale and bi-tonal files.
Don’t Reload

Using QuantumScan, the need to reload has been completely eliminated. The MACH-series microfilm and microfiche scanners scan an entire roll of film in minutes, detecting all images and flagging those that need review. Whether reviewing an entire roll or just suspect frames, the operator has an array of manual and automatic features to ensure 100% accurate image detection.

Don’t Rescan

QuantumProcess provides the opportunity to edit the image detection and make changes to both grayscale and bi-tonal image quality without ever having to reload a roll of film. Strips can be stored for the life of a project, allowing the user to make as many changes as necessary to deliver the highest quality images in the market.

Turn “Ugly” Into Useful

Quantum software has opened the world to “ugly” or poor quality film, which can now be scanned without missing images. Using QuantumProcess, these images can be scanned, processed and rendered as useable images. As a result of this capability, the new digital images can be used to create silver master films for long-term preservation of poor quality or degraded film.

Mekel Technology has been a part of The Crowley Company since 2003 and continues to engineer cutting-edge capture products and software for the future of data preservation.
Easy Workflow Integration

QuantumProcess enables scripting integration to launch customized functionality either within QuantumScan or third party applications.

Image Enhancement
A full complement of enhancement features is available for image quality corrections on either an individual image, a selected group of images or an entire digital film roll.

Dual view. Allows for quick and easy tab-style view of both the grayscale and bi-tonal version of the image under review.

Real-time. With a quick slide of the image enhancement toolbar, the operator receives immediate visual feedback of the selected settings within the image.

Editing tools. Take advantage of a full complement of image processing features to include: crop; deskew; invert; and rotate.

File-Naming Features

Flexibility. QuantumProcess allows for user-definable file names and directories. Dual file output can be saved to the same or different/multiple file locations.

Duplex-naming. Various options are available regarding desired duplex file-naming output.

Blip-naming. Have the ability to output various file names and/or group files by blip/image marks within the blip channel of the film.

Auto-Split and Book Mode
Auto-detect and split oversized frames. Gutter overlap settings are also available to ensure that no data is cut off within the gutter portion of the open book image.

"Go To" Command
Quickly and easily go to any frame selected within a roll for additional time savings.

Re-Detect Frames
A useful option when different quality film is spliced together on a single roll, typically making it difficult for auto frame detection to find a group of images.

Quality assurance at your fingertips

View your entire roll of film within QuantumProcess for image quality and frame accuracy inspection. In this highly technical but simple-to-use quality control function, make changes after the film strips are saved and know that they'll hold...without compromising the original scan.
AUTOMATIC DATA PROCESSING BOARD CHECKLIST

Department: Records Center & Archives
Name: Tina S. Ratcliff

(Please Print)

1. Is the department purchasing off state term
   YES☒ No☐

2. Are three quotes presented for state term purchasing?
   YES☒ No☐

3. Is this purchase considered an upgrade?
   YES☐ No☐

4. Replacement? YES☐ No☐

5. New Purchase? YES☐ No☐

6. The amount of purchase not to exceed? $163,129.06

7. The funding for this purchase will come from:
   Imaging Center 2018 Budget

8. Are there any integration issues? YES☐ No☐
   a. If yes, what are they?

9. Were your system specifications developed internally or by an outside vendor?
   If outside vendor, identify;
   Outside Vendor
   The Crowley Company

Please return this form to the Director of Data Processing with your item for the Data Processing Board.
TO: James Alford, Director, Data Processing
FROM: John Parks
DATE: March 5, 2018
RE: Request for Approval for Care Locator App

ADAMHS is requesting approval for the purchase of a Care Locator App for mobile devices.

NEED:
ADAMHS seeks to improve our existing online provider search tool (providers.mcadamhs.org) by providing better search and filtering capabilities to enable EMTs, local law enforcement, first responders, and county residents a way to quickly locate an appropriate mental health or addiction service provider.

PROJECT PURPOSE:
The purpose of this project is to create an iOS and an Android application that will function as a directory for finding local providers for addiction and mental health services in the Montgomery County Ohio area.

PROVIDER:
Jordan Doczy
Lead Software Developer
Ascend Innovations
241 Taylor Street # 130
Dayton, OH 45402

FINAL DELIVERABLES:
The final deliverables for this project include:
• iOS Application
• Android Application
• System maintenance through December 2018

COST:
$76,000, which will be from Human Services Levy funds in OCA 271393-9110.
STATEMENT OF WORK

MCADAMHS CARE LOCATOR APP PHASE 2

THIS STATEMENT OF WORK (the “SOW”) is made and entered into as of the February 21, 2018 (the "Effective Date"), between Montgomery County Alcohol Drug Addiction and Mental Health Services (MCADAMHS) ("Client"), and Ascend Innovations. ("Ascend"), an Ohio corporation having its principal place of business at 241 Taylor St #130, Dayton, OH 45402. For the purpose of this document, “project” shall mean the overall work to be performed by Ascend, and “SOW” shall mean this document, which is a memorialization of the project.

BUSINESS NEED
MCADAMHS wants to improve their existing online provider search tool (providers.mcadamhs.org) by providing better search and filtering capabilities to enable EMTs, local law enforcement, and first responders a way to quickly locate an appropriate service provider.

PROJECT PURPOSE
The purpose of this project is to create an iOS and an Android application that will function as a directory for finding local providers for addiction and mental health services in the Montgomery County Ohio area.

FINAL DELIVERABLE(S) / RESOURCES
The final deliverables for this project include:
- iOS Application
- Android Application
- Retained Developer at 10%

AGREEMENT TYPE
Based upon our understanding of the project scope, and agreement between MCADAMHS and Ascend, this is a Fixed Cost agreement.
PROJECT SCOPE STATEMENT

1: Development
Planned Start Date: April 2, 2018
We’ll begin the project by incorporating the feedback received during Phase 1 into the iOS application.

Inputs from MCADAMHS
- JSON feed based off the example provided “careLocatorData.json.zip”
- All copy associated with the feed including:
  - Provider information
  - Crisis Care Centers information
  - Service descriptions
  - Payment types
  - Age types
- Copy for About Screen
- Participation in necessary review meetings

Activities
- iOS Development
- Android Development

Requirements
Develop the application using native languages for iOS and Android
- The application will include the following functionality:
  - Data
    - Data will be retrieved via a JSON service (provided by MCADAMHS)
    - In the event the app is unable to reach the JSON service the most recent retrieval of the data will be used.
    - A default version of the data will be embedded in the app as a fail-safe.
  - Screens
    - Home
      - Ability to navigate to crisis centers
      - Ability to select a service category: treatment, support, or housing
    - Service List
      - Ability to learn more about each service
      - Ability to select a service
    - Provider List
      - Ability to filter provider list by age or payment
      - Ability to sort provider list by location
      - Ability to select a provider
    - Provider Detail / Crisis Care Center
      - Display name, address, website, phone number, services, and payment options
      - Ability to call if a phone number is associated with the provider
      - Ability to link to a website if one is associated with the provider
      - Ability to open the map application if an address is associated with the provider
      - Ability to share the provider details as a Contact Card (.vcf) format by email or SMS (text message)
    - About
      - Display information associated with copy provided by MCADAHMS
Milestones
- Project Kickoff: 04/02/2018
- MCADAMHS Inputs Due: 04/19/2018
- iOS Application Complete: 05/02/2018 (tentative)
- Android Application Complete: 06/04/2018 (tentative)

Deliverable(s):
- iOS Application
- Android Application

2: Deployment & Training
Inputs from MCADAMHS
- Participation in necessary training meetings
- Validation of iOS and Android applications with key stakeholders

Activities
- Deploy iOS Application to the Apple Store including all marketing materials required for distribution (app icon, screenshots, description copy, etc.)
- Deploy Android Application to the Google Play Store including all marketing materials required for distribution (app icon, screenshots, description copy, etc.)
- Perform up to two (2) training sessions with MCADAHMS.

Milestones
- Distribution of iOS Application: 05/02/2018 (tentative)
- Distribution of Android Application: 06/04/2018 (tentative)

3: System Updates, Enhancements, and Maintenance
Inputs from MCADAMHS
- Monthly check-in to determine necessary updates

Activities
- Retained developer at 10% through Dec 31, 2018 (sixteen (16) hours per month)
- Perform general updates, feature enhancements, and maintenance on the iOS and Android applications
- Deploy iOS updates to the Apple Store
- Deploy Android updates to the Google Play Store
- Provide basic app reporting from Google Analytics

Grand Total $76,000
BOUNDARIES
MCADAMHS will be responsible for:
- Validating the applications with the appropriate stakeholders

RISK
The following are risks that could affect scope or timeline.
- Additional requirements not outlined in this SOW
- Receipt date of deliverables from MCADAHMS

ASSUMPTIONS
Below are project assumption(s):
- One (1) review of each deliverable, significant or unreasonable feedback is considered out of scope, this applies but is not limited to the following deliverables:
  - iOS Application
  - Android Application
- All deliverables will be provided in English only
- The iOS Application will be built for iOS 10 and above using Swift 4
- The Android Application will be built for Android 7.0 Nougat and above using Kotlin
- System updates, enhancements, maintenance, and reporting work exceeding the monthly retainer of sixteen (16) hours will require a change order

TERMS AND PROCEDURES
The following terms and procedures ["term(s)"] shall control unless Client and Ascend have entered into a prior written agreement that conflicts with this SOW. In the event one or more of the terms of this SOW conflict with the prior written agreement, the terms of the prior agreement, if superseding, shall control. In the event the prior agreement is silent on a term, or gives deference to the SOW, these terms shall control.

OPERATING PROCEDURES
Project Authorization/Cancellation/Expiry
This project is contingent upon authorization by the Client. The project shall be deemed “authorized” in any of the following events:
- Client signs this SOW
- Client authorizes this SOW in writing in any reasonable medium (ex. Email, letter, etc.)

This SOW will be deemed null and void in the event it is not authorized within thirty (30) days of receipt.

If the project is abandoned or canceled by Client or if Ascend's services are terminated, Ascend will be entitled to fees accrued and costs and expenses incurred for work completed to date, and to a project conclusion fee equal to 10% of the initial estimated cost of the project.

Change Order Process
The terms contained in this proposal reflect the content and scope of work outlined herein.
If changes to the stated content and scope are required, Ascend will submit a new SOW outlining the major changes or a Change Order Authorization Form ["Change Order"]). Changes will be quoted on a fixed cost basis and impact to the project schedule will be communicated to Client.
Client must authorize the new SOW or Change Order before Ascend can commence work on the amended project.
Client may authorize the new SOW or Change Order under the same methods stated in the “Project Authorization/Cancellation/Expiration” section.
Invoicing/Payment Terms
Ascend will submit invoices in accordance with the due dates specified for each project phase. Payments for each phase are divided into two equal parts of the total project budget.

<table>
<thead>
<tr>
<th>Date</th>
<th>Milestone</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/02/2018</td>
<td>iOS Application Complete</td>
<td>$25,000</td>
</tr>
<tr>
<td>06/04/2018</td>
<td>Android Application Complete</td>
<td>$25,000</td>
</tr>
<tr>
<td>12/31/2018</td>
<td>System updates, enhancements, and maintenance</td>
<td>$26,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$76,000</strong></td>
</tr>
</tbody>
</table>

MISCELLANEOUS PROVISIONS AND TERMS

Choice of Law
This Agreement shall be governed by the laws of the State of Ohio, without reference to conflict of laws principles. It is agreed that jurisdiction and the proper venue for any action arising from or related to this Agreement shall be the appropriate court located in Dayton, Ohio, and each party hereby consents to jurisdiction over their person by the courts thereof.

Entire Agreement
Unless superseded by a prior written agreement signed by both parties, this document contains the entire agreement between the parties with respect to the subject matter hereof, and supersedes any prior oral or written agreements or understandings with respect to the subject matter hereof. Neither party shall have any obligation, express or implied by law, with respect to trade secret or proprietary information of the other party except as set forth herein.

Authority of the Parties
Each party represents, warrants and covenants that it has the full right and authority to enter into this Agreement and perform its obligations hereunder, that all required corporate approvals and authorizations have been obtained, and that, upon signature by its authorized representative listed below, this Agreement shall have been duly executed and be legally binding upon the respective party in all respects.

Waiver
Any failure to enforce any provision of this Agreement shall not constitute a waiver thereof nor of any other provision herein. This Agreement may not be amended, nor any obligation waived, except by a writing signed by both parties hereto.

Assignment of Obligations
Neither party may assign or otherwise transfer any duty or obligation set forth in this Agreement without the prior written consent of the other party. Such consent shall not be unreasonably withheld.

Limitation on Damages
In no event shall total damages against Ascend exceed the amount paid under this SOW.

Inuring of Benefits
This Agreement shall be binding on and inure to the benefit of each party and such party's respective heirs, legal representatives, successors and assigns, except as provided in this Agreement.
**Survival**
This Agreement contains several separate covenants. If any court of competent jurisdiction determines that any covenant or provision of this Agreement is invalid or unenforceable, then such invalidity or unenforceability shall have no effect on the other covenants or provisions hereof, which shall remain valid, binding and enforceable and in full force and effect, and such invalid or unenforceable provision shall be construed in a manner so as to give the maximum valid and enforceable effect to the intent of the parties expressed therein.

Thank you for partnering with Ascend on this initiative. Please contact us if we can answer any questions. We look forward to collaborating with you and your team.

**MCADAMHS Approval – Care Locator App Phase 2**

<table>
<thead>
<tr>
<th>Issued By:</th>
<th>Prepared By:</th>
<th>MCADAMHS Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jordan Doczy</td>
<td>Jordan Doczy</td>
<td>(electronic signature above)</td>
</tr>
<tr>
<td>Lead Software Developer</td>
<td>Ascend Innovations</td>
<td></td>
</tr>
<tr>
<td>Ascend Innovations</td>
<td>241 Taylor Street # 130</td>
<td></td>
</tr>
<tr>
<td>Dayton, OH 45402</td>
<td>Dayton, OH 45402</td>
<td></td>
</tr>
<tr>
<td>937.424.2371</td>
<td>937.424.2371</td>
<td></td>
</tr>
</tbody>
</table>

**CONFIDENTIAL AND PROPRIETARY INFORMATION NOTICE**
The information contained in this document is Confidential and Proprietary information of Ascend. This information is intended only for the confidential use of the person(s) designated above. If this message has reached a person or persons not designated above, you are hereby notified that you have received the document in error and that any review, dissemination, instruction or copying of this content is strictly prohibited. If you are not a designated recipient, please notify Ascend immediately by reply e-mail and delete the original document.
AUTOMATIC DATA PROCESSING BOARD CHECKLIST

Department: ADAMHS
Name: John Parks

(Please Print)

1. Is the department purchasing off state term Y N
2. Are three quotes presented for state term purchasing? Y N
3. Is this purchase considered an upgrade? Y N
4. Replacement? Y N
5. New Purchase? Y N
6. The amount of purchase not to exceed? $76,000
7. The funding for this purchase will come from: ADAMHS levy allocation
8. Are there any integration issues? Y N
   a. If yes, what are they?
9. Were your system specifications developed internally or by an outside vendor? Y N
   If outside vendor, identify: Outside vendor
   Ascend Innovations

Please return this form to the Director of Data Processing with your item for the Data Processing Board.
To: Karl L. Keith, Auditor

From: Janet Holman, ERP Project Manager
     Katie Joseph, ERP Project Manager

Date: March 7, 2018

RE: DP Board Request - Financial System Replacement Project

The Montgomery County ERP Selection Team is requesting Automatic Data Processing Board’s approval to award the contract with Crowe Horwath LLP for services to implement Microsoft Dynamics 365. In addition, the team is requesting the approval for the additional purchases outlined below.

One-time implementation cost not to exceed is as follow:

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Implementation services (Crowe Horwath LLP)</td>
<td>$4,316,000</td>
</tr>
<tr>
<td>Windows servers (3) (MNJ Technologies)</td>
<td>19,451</td>
</tr>
<tr>
<td>Microsoft Office 2016 ProPlus (25) Implementation Team (MNJ Technologies)</td>
<td>8,853</td>
</tr>
<tr>
<td>Visio licenses (3) (MNJ Technologies)</td>
<td>5,651</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$4,349,955</strong></td>
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Annual operating cost is as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Microsoft Dynamics 365 licensing (Dell Marketing LP)</td>
<td>$415,755</td>
</tr>
<tr>
<td>Crowe Government Accelerator Software (Crowe Horwath LLP)</td>
<td>74,500</td>
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<tr>
<td>Power BI Pro licenses (10) (MNJ Technologies)</td>
<td>1,074</td>
</tr>
<tr>
<td>Visio licenses (3) ($2,097 paid every two years) (MNJ Technologies)</td>
<td>1,049</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$492,378</strong></td>
</tr>
</tbody>
</table>

This project will be funded from 404500 County Financial System Replacement project.

Please include this request for approval on the next Data Processing Board meeting for March 14, 2018.

cc: James Alford, Director of Data Processing
    Timothy S. Nolan, OMB Director
    Carolyn Rice, Treasurer
    Amy Wiedeman, Assistant County Administrator
AUTOMATIC DATA PROCESSING BOARD CHECKLIST

Department: ERP Selection Team (Various Departments)
Name: Janet Holman/Kalie Joseph

(Please Print)

1. Is the department purchasing off state term
   YES☐ No☐

2. Are three quotes presented for state term purchasing?
   YES☐ No☐

3. Is this purchase considered an upgrade?
   YES☐ No☐

4. Replacement? YES☐ No☐

5. New Purchase? YES☐ No☐

6. The amount of purchase not to exceed? $4,349,955

7. The funding for this purchase will come from:
   OCA 404500

8. Are there any integration issues? YES[☑] No☐
   a. If yes, what are they? Office 2016 upgrades prior to go-live

9. Were your system specifications developed internally or by an outside vendor?
   Internally
   If outside vendor, identify:

Please return this form to the Director of Data Processing with your item for the Data Processing Board.
### Dell Customer Confidential

**Quotation**

**Quote Number:** EXM17021701-R16  
**Quote Expires:** Mar 30, 2018

**Customer:** OH-L MONTGOMERY COUNTY  
**Contact:** Tyler Small  
**Customer #:** 308503  
**Phone:**  
**Fax:**  
**E-mail:** smallt@mcohio.org  
**Date of issue:** Mar 02, 2018

This quote only includes the licenses needed for the start of the project.
Projected Annual Cost is based on the following:
- 150 - Full Users - DEV-00003 $1,884.91 = $282,736.50
- 200 - Active Users - GHK-00001 $496.53 = $99,306.00
- 225 - Team Members - DGV-00016 $79.70 = $17,932.50
- 150 - Professional Direct Support - EGG-00002 $105.20 = $15,780.00

Total Projected Annual Cost = $415,755

### Product Description

<table>
<thead>
<tr>
<th>Product Description</th>
<th>Mfg #</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Ext. Price</th>
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<tbody>
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<td>EGG-00002</td>
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**SUBTOTAL - YEAR 1 PAYMENT**

| | | | | |
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| | | | |

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**SUBTOTAL - YEAR 2 PAYMENT DUE 7/1/2018**

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**Total Projected Annual Cost = $415,755**

---

**Quote Prepared By:** Erin McShane

---

1. Customer’s purchase is subject to Dell’s Terms and Conditions of Sale found at www.dell.com, unless Customer has a separate purchase agreement with Dell.
2. Sales/use tax is based on the “ship to” address on your invoice. Please indicate your taxability status on your purchase order. If exempt, Customer must have an Exemption Certificate on file.
3. If you have a question re: your tax status, please contact your Dell ASAP. Software inside sales representative listed above. Shipments to California: for certain products, a State Environmental Fee of up to $16 per item may be applied to your invoice. Prices do not reflect this fee unless noted. For more information, refer to www.dell.com/environmentalfee.
4. All product descriptions and prices are based on latest information available and are subject to change without notice or obligation.
5. All prices are based on Net 30 Terms. If not shown, shipping, handling, taxes, and other fees will be added at the time of order, where applicable.
6. Customer understands and acknowledges that all warranties, representations and returns are subject to the manufacturer, publisher or distributor guidelines.
### Dell Customer Confidential

**Quotation**

**Quote Number:** EXM17021701-R16

**Quote Expires:** Mar 30, 2018

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| **USD| |

---

**Quote Prepared By:** Erin McShane

---

1. Customer’s purchase is subject to Dell’s Terms and Conditions of Sale found at www.dell.com, unless Customer has a separate purchase agreement with Dell.

2. Sales/use tax is based on the “ship to” address on your invoice. Please indicate your taxability status on your purchase order. If exempt, Customer must have an Exemption Certificate on file.

3. If you have a question re: your tax status, please contact your Dell | ASAP Software Inside sales representative listed above. Shipments to California: for certain products, a State Environmental Fee of up to $10 per item may be applied to your invoice. Prices do not reflect this fee unless noted. For more information, refer to www.dell.com/environmentalfee.

4. All product descriptions and prices are based on latest information available and are subject to change without notice or obligation.

5. All prices are based on Net 30 Terms. If not shown, shipping, handling, taxes, and other fees will be added at the time of order, where applicable.

6. Customer understands and acknowledges that all warranties, representations and returns are subject to the manufacturer, publisher or distributor guidelines.
5. Pricing

a. Implementation Services

We have provided a fixed fee for each deliverable milestone for the services included in this statement of work for the Dynamics Implementation, inclusive of travel expenses. Below we have outlined the deliverables associated with each payment milestone. Upon conclusion of each deliverable milestone, Crowe will work with the County to accept and sign-off on the deliverable milestone. County sign-off on a deliverable milestone will constitute acceptance. Upon County sign-off for each of deliverable milestone, Crowe will invoice the County for the deliverable milestone.

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<td>DED 3: Finalize Business Scenarios / Requirements</td>
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<td>DED 9: Prototyping (final signoff)</td>
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<td>DED 17: Customization Development &amp; Testing (part 2)</td>
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<tr>
<td>DED 33: Cutover Preparation &amp; Execution *</td>
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Support
DED 34: Post Cutover Support (first month) * $72,000
DED 35: Post Cutover Support (second month) * $72,000
DED 36: Post Cutover Support (third month) * $55,000
TOTAL – Dynamics Implementation $3,888,000

* Budget Planning End User Training, Cutover Preparation & Execution, and Support are carved out separately below since the budget planning functionality is anticipated to be deployed in the Spring of 2020.

** Crowe and the County will work together to finalize which specific integrations, customizations and data conversions are included in part 1 vs. part 2.

Budget Planning Deployment (Spring, 2020)
DED 37: End User Training / Cutover Preparation & Execution $34,000
DED 38: Post Cutover Support (month 1) $14,000
DED 39: Post Cutover Support (month 2) $14,000
TOTAL – Budget Planning Deployment $62,000

Organizational Change Management
DED 40: Organizational Change Management Analysis $28,000
DED 41: Organizational Change Management Plan (Communications, Training) $36,000
DED 42: Organizational Change Management Execution (months 1-3) $14,000
DED 43: Organizational Change Management Execution (months 4-6) $14,000
DED 44: Organizational Change Management Execution (months 7-9) $14,000
DED 45: Organizational Change Management Execution (months 10-12) $14,000
DED 46: Organizational Change Management Execution (months 13-15) $14,000
DED 47: Organizational Change Management Execution (months 16-18) $14,000
TOTAL – Organizational Change Management $148,000

DED 48: Additional Support / Year End Support $100,000
To address additional support that may be needed in 2020, as well as year end support, Crowe has included $100,000 of ad hoc support after the 90 days of post-cutover support has been completed. It is expected that the additional ad hoc support time would be billed as time and materials, as needed, to assist County staff (functional or technical). It is anticipated that this additional support will provide an additional 440-500 hours of support beyond the Post Cutover Support hours, depending on the resources/roles needed. Crowe and the County will work together to determine the best allocation of these support hours.

DED 49: Contract Administration Requirements Definition $20,000

TOTAL IMPLEMENTATION $4,218,000

The milestone plan assumes a 22 month implementation. It is assumed Crowe will bill the County monthly for the milestones, and payments will be net 30 days.
Optional Services
Below are optional services that have been outlined in this statement of work:

- Automated Segregation of Duties
  - Crowe’s Standard Set of SOD Rules & Import Routine (one-time cost) $32,000
  - Services to work with the County to Implement SOD $66,000
  - $98,000

b. Hours
Below we have outlined places where 'hours' are included in the SOW. They fall into 2 categories, which we have described below.

1. Defined Number of Hours
   (how the hours are used will be determined during the project)

   Below we have listed the 2 places in the SOW where we have included a defined number of hours for an activity that will be tracked in a 'time and materials' manner. These items represent areas where we expect assistance to be provided; however, it is not possible at the start of a project to identify exactly how the hours will be used.
   - Post Cutover Support (950 hours)
     - includes 850 for primary go live, and 100 hours for budget planning go live
   - OCM Execution (300 hours)

   During the course of the project, Crowe and the County will work together to determine how to use the number of hours included with this activity. Crowe will report the hours used to the County on a regular basis (timing mutually agreed upon with the County). Should the County desire additional hours of assistance beyond those identified in this statement of work for this activity, the additional hours will be addressed through the project change control process.

2. Order of Magnitude Effort
   (based on a defined business scope)

   Below we have listed the 5 places in the SOW where we have included a number of hours that represent the expected order of magnitude effort for Crowe, based on the defined scope of each activity within this SOW. The hours represent the expected effort based on similarly sized public sector projects, and include reasonable time to work with the County to define, develop, tweak and refine each of these items.
   - Financial reporting (600 hours)
   - Business Intelligence / Power BI reporting (160 hours)
   - Pre-formatted forms (300 hours)
   - Workflows (240 hours)
   - Chart of Accounts redesign (120 hours)

   If concerns arise regarding the effort, Crowe will work with the County to review the reason for the concern (e.g. recent decisions require re-working material portions of the deliverable, County resources may not have sufficient time to engage in the activity with Crowe, etc.) and mutually agree upon an approach to address the concern. Should it be determined that additional assistance from Crowe will be needed, the additional effort will be addressed through the change control process. Development of additional reports, pre-formatted forms, workflows or mutually agreed upon additional assistance with the chart of accounts will be addressed through the
Crowe Government Accelerator Software License Agreement

This Software License Agreement ("Agreement"), effective as of ____________ ("Effective Date"), is entered into by and between Crowe Horwath LLP, an Indiana limited liability partnership with offices at 225 West Wacker, Suite 2600, Chicago, IL 60606 ("Licensor") and the Board of County Commissioners of Montgomery County, Ohio with offices at 451 West Third Street, Dayton, Ohio 45422("Licensee").

WHEREAS, the Licensor is the legal and beneficial owner of the Licensed Software (hereafter defined), and desires to license the Licensed Software to Licensee; and

WHEREAS, the Licensee desires to obtain a license to use the Licensed Software solely for its internal business purposes, subject to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, terms and conditions set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

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      4.2.2. remove, disable, or otherwise create or implement any workaround to, any security features contained in the Licensed Software;

      4.2.3. remove, delete or alter any trademarks in the Licensed Software;

      4.2.4. rent, lease, lend, sell, sublicense, assign, distribute, publish, or transfer or otherwise make the Licensed Software available to any third party, including but not limited to any competitor of Licensor for any reason;

      4.2.5. use the Licensed Software in violation of any federal, state, provincial or local law, regulation or rule applicable to Licensee (including without limitation any applicable export control laws); or

      4.2.6. use the Licensed Software for purposes of developing a competing software product or service or any other purpose in a manner that is to the Licensor's commercial disadvantage.

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6. **Maintenance and Support.** Schedule 1 identifies the limited maintenance and support Licensor will provide in connection with the Licensed Software ("Schedule 1"). Licensor shall not provide, and shall not be responsible for, any maintenance and/or support for the Licensed Software except as specifically set forth in Schedule 1. Schedule 1 is incorporated into, part of, and subject to the terms and conditions of this Agreement.

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7.1. The Licensed Software is the exclusive confidential intellectual property of Licensor. Licensee shall promptly notify the Licensor if the Licensee becomes aware of any actual or possible third-party infringement of the Licensor's Intellectual Property Rights arising out of or relating to the Licensed Software and shall fully cooperate with the Licensor at Licensor's cost and expense, in any legal action taken by the Licensor against third parties to enforce its Intellectual Property Rights.

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MNJ Technologies Direct, Inc.
1025 Busch Pkwy
Buffalo Grove, IL 60089-4504
(847) 634-0700

BILL TO: (00-5005405)
MONTGOMERY COUNTY AUDITOR'S OF
451 W 3RD ST
DAYTON, OH 45420001

ATTN:

R440 Server

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Estimated Sales Tax: $0.00
Shipping Charges: $0.00
Total: $6,483.36
Less Deposit: $0.00
Order Balance: $6,483.36

Thanks for the opportunity. We appreciate all your business

SHIP VIA: FEDEX GROUND
FOB: Net 30 Days

Page: 1
**QUOTE**

**DATE**
02/06/2018

**QUOTE NO**
0001076568

**P.O.**

**PRINTED:** Feb 6, 2018

**ORDERED BY:** Katie Joseph

**SALESPERSON:** Kevin Cowan

**EMAIL:** keowan@mnjtech.com

**PHONE NO.:** (847) 876-8838

**SHIP TO:** (9999)
Montgomery County Auditor’s Of
451 West 3rd Street
Dayton, OH 45422

ATTN: Katie Joseph
Phn: 9374967973
Email: Josephkh@mcohio1.org

**Visual Studio Test Pro**

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**MFG PART NO.:** L5D-00158

**Net Order:** $1,883.59

**Estimated Sales Tax:** $0.00

**Shipping Charges:** $0.00

**Total:** $1,883.59

**Less Deposit:** $0.00

**Order Balance:** $1,883.59

Thanks for the opportunity. We appreciate all your business

**SHIP VIA**

**FOB**

**TERMS**

FEDEX GROUND

Net 30 Days
MNJ Technologies Direct, Inc.
1025 Busch Pkwy
Buffalo Grove, IL  60089-4504
(847) 634-0700

BILL TO: (00-5005405)
MONTGOMERY COUNTY AUDITOR'S OF
451 W 3RD ST
DAYTON, OH  45420001

ATTN:

VS Test Pro SA Renewal

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Net Order: $698.97
Estimated Sales Tax: $0.00
Shipping Charges: $0.00
Total: $698.97
Less Deposit: $0.00
Order Balance: $698.97

Thanks for the opportunity. We appreciate all your business

SHIP VIA: FEDEX GROUND
FOB: Net 30 Days
TERMS:
MNJ Technologies Direct, Inc.
1025 Busch Pkwy
Buffalo Grove, IL 60089-4504
(847) 634-0700

BILL TO: (00-5005405)
MONTGOMERY COUNTY AUDITOR'S OF
451 W 3RD ST
DAYTON, OH 454220001

ATTN: Katie Joseph
Phn: 937-496-7973
Email: josephk@ncchio1.org

Power BI Pro

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MFG PART NO.: DFB9285F301E

Annual Subscription

Thanks for the opportunity. We appreciate all your business

SHIP VIA
FEDEX GROUND

FOB

TERMS
Net 30 Days

Net Order: $107.40
Estimated Sales Tax: $0.00
Shipping Charges: $0.00
Total: $107.40
Less Deposit: $0.00
Order Balance: $107.40
MNJ Technologies Direct, Inc.
1025 Busch Pkwy
Buffalo Grove, IL  60089-4504
(847) 634-0700

BILL TO: (00-5005405)
MONTGOMERY COUNTY AUDITOR'S OF
451 W 3RD ST
DAYTON, OH  454220001

ATTN:

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Net Order: $613.45
Estimated Sales Tax: $0.00
Shipping Charges: $0.00
Total: $613.45
Less Deposit: $0.00
Order Balance: $613.45

Thanks for the opportunity. We appreciate all your business.

SHIP VIA  FOB  TERMS
FEDEX GROUND  Net 30 Days
MNJ Technologies Direct, Inc.
1025 Bush Pkwy
Buffalo Grove, IL 60089-4504
(847) 634-0700

BILL TO: (605-505405)
MONTGOMERY COUNTY AUDITOR'S OF
451 W 3RD ST
DAYTON, OH 45420001

ATTN:

Office 365

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Annual Subscription

| Net Order: | $1,337.30 |
| Estimated Sales Tax: | $0.00 |
| Shipping Charges: | $0.00 |
| Total: | $1,337.30 |
| Less Deposit: | $0.00 |
| Order Balance: | $1,337.30 |

Thanks for the opportunity. We appreciate all your business

SHIP VIA: FedEx Ground
FOB: Net 30 Days

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