

RESOLUTION FOR SOLE SOURCE PROCUREMENT OF SOFTWARE LICENSES AND  
MAINTENANCE FOR THE ONBASE PROSECUTOR/PUBLIC DEFENDER MEDIA  
STORAGE ELECTRONIC CONTENT MANAGEMENT SYSTEM

At a meeting of the Board of County Commissioners, County of Ada, State of Idaho, on this 22<sup>nd</sup> day of April, 2016, the following resolution was adopted as follows, to wit:

**WHEREAS**, as a result of Request for Proposal 13080, ImageSoft, Inc., entered into Master Agreement No. 10876 with Ada County for the acquisition of software, licensing, and professional services related to the installation, configuration, testing, and training of and for an OnBase electronic content management system for Ada County (the “Project”);

**WHEREAS**, the Project is being developed by ImageSoft and portions of the Project have been implemented by ImageSoft, which has a working knowledge of Ada County’s networking systems and environment;

**WHEREAS**, ImageSoft has identified one hundred fifty-six (156) OnBase Named Clients, eight (8) OnBase Concurrent Clients, one (1) OnBase Workflow Concurrent Client SL, and one (1) OnBase Enterprise Application Enabler license, along with annual maintenance, necessary for the effective implementation of the Prosecutor/Public Defender portion of the Project;

**WHEREAS**, based upon the review of information provided by the staff of the Ada County Information Technology Department, provided in Exhibit A attached hereto, it would be impractical, unreasonable, and/or disadvantageous to solicit from other vendors under the circumstances;

**WHEREAS**, pursuant to Idaho Code § 67-2808, the Board is permitted to use sole source procurement where competitive solicitation is impractical, disadvantageous or unreasonable under the circumstances.

**THEREFORE BE IT RESOLVED** that the Board hereby intends to contract with ImageSoft as the sole source vendor to provide the licenses and maintenance for the Prosecutor/Public Defender portion of the Project.

The Board of County Commissioners shall publish notice of this sole source procurement in The Idaho Statesman at least fourteen (14) calendar days prior to the award of the contract to ImageSoft.

**APPROVED AND ADOPTED** this 22<sup>nd</sup> day of April, 2016.

**Board of Ada County Commissioners**

By: \_\_\_\_\_  
Jim Tibbs, Commissioner

By: \_\_\_\_\_  
Rick Yzaguirre, Commissioner

By: \_\_\_\_\_  
David L. Case, Commissioner

ATTEST:

\_\_\_\_\_  
Christopher D. Rich, Ada County Clerk



# ADA COUNTY INFORMATION TECHNOLOGY

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April 21, 2016

Board of Ada County Commissioners  
200 W. Front Street  
Boise, ID 83702

Re: OnBase Prosecutor/Public Defender Electronic Content Management System (Sole Source Recommendation)

Dear Sirs:

As you know two years ago Ada County selected OnBase as the software vendor for the county's enterprise content management system for the Ada County Prosecutor's Office, Civil Division through an RFP process. Part of that process included selecting an integration partner by the name of ImageSoft. The fruition of that RFP and the subsequent efforts since was just turned into a live product for the PA's office this week, in the form of their new "EPIC!" workflow program. It is now time to work on a similar solution for the county's PA Criminal division, as well as the Ada County Public Defender's office. This effort results in the need of additional guidance from ImageSoft as well as licensing from OnBase.

Ada County looks to sole source procure the various licensing and other needs to support the new OnBase Prosecutor/Public Defender Electronic Content Management system through ImageSoft directly due to the fact that the current OnBase system supporting the Ada County Civil Prosecutor's office was created by ImageSoft. Their current working knowledge of that system, the licensing we already have purchased and the greater Ada County network/environment makes it advantageous for us to leverage their already deep understanding of our systems and help ensure that we purchase the right items and implement them the right way. To use an alternate reseller in this case would subject the county to significant loss of time and effort as well as incremental costs in bringing in that outsider just to introduce them to our systems, environment and ultimately, needs. It is in the county's best interest to create this sole source with ImageSoft for this project as it is impractical to involve a complete outsider at this time.

Thank you for your attention to this matter. Please let me know if you have any questions.

Sincerely,

**Stephen O'Meara**

Information Technology Director, Ada County Government

EXHIBIT A