

**FOURTH ADDENDUM
TO
PROFESSIONAL DOCUMENT SYSTEMS
MAINTENANCE/ SUPPORT AGREEMENT 1925**

THIS FOURTH ADDENDUM is made and entered into as of this 21 day of August, 2017, by and between **Santa Fe County**, a political subdivision of the State of New Mexico (hereinafter County) and **Professional Document Systems**, 1414 Common Drive, El Paso, Texas 79936 and locally at 6565 American Pkwy Suite 200, Albuquerque, NM 871110 (hereinafter Contractor).

WHEREAS, on June 23, 2015, the County and the Contractor entered into PDS Maintenance/ Support Agreement 1668 and Addendum, with an ATTACHMENT A that listed the software and hardware products to be provided by the Contractor; and

WHEREAS, the term of the 2015 Agreement expired June 30, 2016; and

WHEREAS, the Contractor's services were continued for another year to June 30, 2017, by PDS Maintenance/Support Agreement 1925 and Second Addendum with a new ATTACHMENT A that listed the software and hardware products to be provided by the Contractor; and

WHEREAS, the term of Agreement 1925 and the Second Addendum expired June 30, 2017, and the Contractor proposed a new Maintenance/Support Agreement 2205 and ATTACHMENT A that replaced ATTACHMENT A of Agreement 1925; and

WHEREAS, on May 26, 2017, the County and Contractor entered into the Third Addendum to Professional Document Systems Maintenance/ Support Agreement 1925 which superseded the prior Maintenance/ Support Agreements and Addenda and extended the term of the Maintenance/ Support agreement with the Contractor to June 30, 2018; and

WHEREAS, the Contractor has proposed additional products and maintenance services; and

WHEREAS, the purpose of this Fourth Addendum is to incorporate Contractor's new products and maintenance services described in the attached PDS Proposal No. 0710WXBSC.

NOW THEREFORE, IT IS AGREED THAT THE AGREEMENT TITLED "THIRD ADDENDUM TO PROFESSIONAL DOCUMENT SYSTEMS MAINTENANCE/ SUPPORT AGREEMENT 1925" IS MODIFIED AS FOLLOWS:

1. Article 9 (Compensation and Invoicing) is deleted in its entirety and replaced with the following:

9. Compensation and Invoicing

A. In consideration of its obligations under this Agreement, the Contractor shall be compensated as follows. The County shall pay in full to the Contractor compensation for products and maintenance of products listed on ATTACHMENT A and PDS Proposal No. 17-0710WXBSC, attached hereto and incorporated herein by reference. ATTACHMENT A replaced the former ATTACHMENT A associated with Contractor's proposal 1925.

B. In no event shall the total compensation payable to the Contractor under this Agreement exceed \$72,490.72, exclusive of New Mexico gross receipts tax (NM grt). This total compensation is based on the following fees and compensation listed below, exclusive of NM grt, beginning in 2015:

2015 Agreement	\$20,850.61
2016 Agreement (7/1/16 – 6/30/17) (includes \$5,311.58 AX Access Web license)	\$27,200.85
2017 Agreement (7/1/17 – 6/30/18)	\$22,967.26
PDS Proposal No. 17-0710WXBSC	<u>\$ 1,472.00</u>
Total	\$72,490.72, exclusive of NM grt

Contractor shall submit a written request for payment to County at the conclusion of each month of service. Within 15 days of County's receipt of the written request, County shall issue a written certification of complete or partial acceptance or rejection of the contractual items or service for which payment is sought. The Contractor acknowledges and agrees that the County may not make any payment hereunder unless and until it has issued a written certification accepting the contractual items or services. Within 30 days of the issuance of a written certification accepting the contractual items or services, the County shall tender payment for the accepted items or services. In the event the County fails to tender payment within 30 days of the written certification accepting the items or services, the County shall pay late payment charges of one and one-half percent (1.5%) per month, until the amount due is paid in full.

C. In the event the Contractor breaches this Agreement, the County may, without penalty, withhold any payments due the Contractor for the purpose of set-off until such time as the County determines the exact amount of damages it suffered as a result of the breach.

D. Payment under this Agreement shall not foreclose the right of the County to recover excessive or illegal payment.

2. All other provisions of the THIRD ADDENDUM TO PROFESSIONAL DOCUMENT SYSTEMS MAINTENANCE/ SUPPORT AGREEMENT 1925 not amended or modified by this Fourth Addendum shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have duly executed this Fourth Addendum as of the date of last signature by the parties.

SANTA FE COUNTY


Katherine Miller
County Manager

8-21-17
Date

Approved as to form:


Gregory S. Shaffer
County Attorney

8-9-17
Date

Finance Department:


Don D. Moya
Finance Director

8-14-17
Date

PROFESSIONAL DOCUMENT SYSTEMS:


(Signature)

8-16-17
Date

Claudia Teeter, Contracts Manager
(Print name and title)



3/14/2017

Santa Fe County

Term: 07/01/2017 - 06/30/2018

**ATTACHMENT A
Agreement 2205**

ITEM NUMBER	ITEM	QTY	CONTRACT M.A. COST PER	CONTRACT M.A. COST TOTAL
SOFTWARE				
PDS-456-100-425-MA	ScanXiender aka APPLICATIONXTENDER IMAGE CAPTURE SERVER - ANNUAL MAINTENANCE	2	\$107.50	\$215.00
PDS-456-100-458-MA	APPLICATIONXTENDER SERVER (50-74) ADD-ON - QTY 5 - ANNUAL MAINTENANCE (13 LICs)	2.87	\$1,354.50	\$3,887.42
PDS-456-102-310-MA	APPXTENDER WORKFLOW MANAGER - 5 CC USER PACK	7	\$960.10	\$6,720.70
PDS-457-100-245-MA	APPXTENDER SERVER CORE PACKAGE- 5 CC USER PACK ANNUAL MAINTENANCE	4	\$1,309.23	\$5,236.92
PDS-456-102-313-MA	APPXTENDER WORKFLOW MANAGER - FORMS	1	\$436.41	\$436.41
PDS-456-102-314-MA	APPXTENDER WORKFLOW MANAGER SERVER	1	\$436.41	\$436.41
PDS-DL-SW-MA	DocLink Integration Software Annual Maintenance	1	\$512.06	\$512.06
PDS-456-102-307-MA	WEB PUBLIC ACCESS (Read Only) 5 CC Users	4	\$305.49	\$1,221.96
PDS-TS-SW-MA	PDS-Tracksuite Software - ANNUAL MAINTENANCE - Sales Affidavit	1	\$900.00	\$900.00
HARDWARE				
PDS-M160PPMSCN-MA	Annual Hardware Maintenance & Support on Canon DR M160 Scanner	18	\$188.91	\$3,400.38

TOTAL 2017-2018

\$22,967.26

*Applicable NM Gross Receipts @ 7.3125% for services***

\$1,679.48

NM GRT is currently at 7.3125% as of time of this quote; possibly subject to change per NM Tax & Revenue as of 7/1/2017

\$24,646.74

Reminder: The following are contract exclusions and subject to billable rates.

- A) Database reinstallation, re-creation of the database, migration of the database or restoring the database from backup
- B) Software reinstallation for any reason (e.g. New PC, hard drive replaced, virus etc.)

Billable Rates:

- 1) Software Server installation - \$980.00
- 2) Software client installation - \$110.00
- 3) Database installation - \$1,980.00

ISA CONTRACT NUMBER

1335F0118V

ELECTRONIC CONTENT MANAGEMENT / DATABASE INTELLIGENCE SERVICES

1 10-000-14 00106CQ

SA STATE AGREEMENT NUMBER



PROFESSIONAL DOCUMENT SYSTEMS

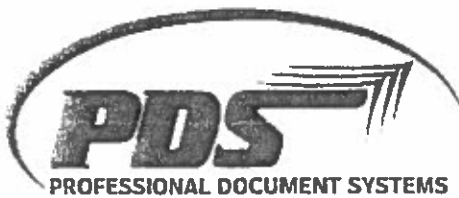
Santa Fe County Assessor WEBX Scan Solution

Web Xtender Scan Solution Proposal

Prepared for:

Santa Fe County Assessor

Proposal No.: 17-0710WXBSC



Santa Fe County Assessor Batch Scan Solution

Company Overview

Since 1995, PDS has provided records management, electronic imaging, Automated Forms and custom software solutions to government, education, business, financial and healthcare organizations throughout West Texas and New Mexico.

We have encountered and solved a wide variety of document management challenges. Our solutions are customer focused and specifically designed to meet the varying needs of a diverse client base.

As a full service document and records management provider PDS develops and supports solutions in five areas:

1. Document Imaging and Records Management
2. Canon Scanners and capture systems
3. Electronic / Automated Forms
4. Custom Software Applications integrated with Electronic Imaging
5. Document / Data Conversion including Paper to digital format

We believe this strategy will best serve our clients over the long term as we are positioned to recommend the most cost effective solution based on the customers document/record characteristics (i.e.. volume, retention, retrieval rates etc.).

As members of the Association of Information and Image Management (AIIM) and the Association of Records managers and Administrators (ARMA) PDS actively participates in the organizations informational marketing program and is therefore abreast with changes, modifications and new technologies within this fast paced environment.

In addition, PDS has two (2) CERTIFIED DOCUMENT IMAGING ARCHITECTS (CDIA) on staff that is responsible for industry standards and proper design and implementation of imaging systems. CDIA is an industry accreditation program designed and implemented by the Computing Technology Industry Association in conjunction with several large imaging software and hardware vendors



Santa Fe County Assessor Batch Scan Solution

IMAGE TRUST TRANSACTIONAL CLIENT FOR AX

ImageTrust is an affordable, web-based capture solution that enables businesses to transform their capture infrastructure and push out capture to wherever it is required throughout an organization, by users simply using a browser. Ideal for distributed and centralized capture, there is no monthly or annual cap to how much information is captured, nor are there any annoying and costly "click charges". Because it's certified by EMC, it's also ideal for use with EMC ApplicationXtender (AX)

- **ImageTrust Batch:** fits within all capture and document management software environments and can be utilized as a browser based capture client for centralized or distributed scanning and indexing operations, while at the same time leveraging existing advanced extraction services in real time
- **ImageTrust Transactional Client:** as an embedded version of ImageTrust Batch, the transactional client appears to the user as a scan button for web based line of business (LOB) applications



Santa Fe County Assessor Batch Scan Solution

Pricing Summary

IMAGE TRUST TRANSACTIONAL CLIENT FOR WEBX

GSA ITEM #	DESCRIPTION	QTY	UNIT COST	TOTAL COST
PDS-456-100-091	SEL ImageTrust for AppXtender	1	\$ 1,250.00	\$1,250.00
PDS-456-100-376-MA	SEL Maintenance - ImageTrust for AppXtender **	1	\$ 222.00	\$222.00

TOTAL ITTC FOR AX \$1,472.00

NM GRT per Tax and Revenue 7.50% \$110.40

TOTAL PROJECT COST \$1,582.40

** Annual Maintenance to be Prorated for Expire
with current contract



Santa Fe County Assessor Batch Scan Solution

Proposal No.: 17-0710WXBSC

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers effective as of the date first set forth above.

Professional Document Systems

Santa Fe County

Matt Bowman

(Signature)

[Signature]

(Signature)

Matt Bowman

(Typed or Printed Name)

TONY FLORES

(Typed or Printed Name)

President
(Title)

DEPUTY COUNTY MANAGER
(Title)

Date: 7/10/17

Date: 8.21.17

Address and Support Number:

Professional Document Systems
1414 Common Drive
El Paso, Texas 79936

6565 Americas Pkwy Suite 200
Albuquerque, NM 87110

800-644-7112 General Inquiries
800-708-8584 Technical Services

Approved as to form
Santa Fe County Attorney

By: *[Signature]*

Date: 8-9-17

Reviewed by: *[Signature]*
for SIGNATURE
Don Moye Date: 8-14-17

