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Electronic Services System Coordinating Committee

Meeting Summary

July 17, 2009

Participants

Joyce Jensen, Cass County Recorder
Megan Clyman, Davis Co. Deputy Recorder
Denise Meeves, Crawford County Recorder
Deb Winke, Allamakee County Recorder
Liz Kenison, Worth County Recorder
Sue Vande Kamp, Story County Recorder

Marilyn Dopheide, Carroll County Recorder
Deb Roberts, Floyd County Recorder
Sue Meyer, Clayton County Recorder
Frank Feilmeyer, Iowa State Bar Association
Phil Dunshee, Enterprise MidAmerica
Lisa Long, Iowa Land Records

Welcome

This meeting held via conference call. The meeting was called to order by Chairperson Deb Winke and introductions were made.

Fund 255 Accounts Payable

This discussion was deferred until the August meeting; the intention was to approve invoices from Lightedge Technologies but the invoices were not received in time for this meeting.

ILR Technical Services – Request For Proposals

Ten responses were received to the RFP. All proposals were reviewed and scored by the Evaluation Committee. The RFP evaluation committee consisted of Scott Williams, Deb Roberts, the Phil Dunshee and Joel Rohne from Worth County. Three proposals met the minimum requirements for system administration, database administration or application development services. The three companies are Alliance Technologies, ABC Virtual and Source Allies. The Evaluation Committee recommends approval of a Notice of Intent to award for the three companies. Alliance and ABC are familiar with the project and Source Allies is adept and skilled at working with open source software, have prior experience with image handling and are agreeable to working as part of a team with other third party vendors.

The RFP does not provide for a minimum guarantee of payment, allows ICRA to work with anyone and requires a work authorization to be issued prior to work beginning. In the interim period Alliance Technologies will be designated as the technical lead and specific development work will be assigned to the other two companies.

Joyce Jensen made a motion to approve. Sue Vande Kamp seconded and the motion was approved.

Contracts will be presented for approval at the August meeting.