



# Baldwin County Commission

## Legislation Text

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**File #:** 22-0145, **Version:** 1

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**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 11/2/2021

**Item Status:** New

**From:** The Honorable Teddy J. Faust Jr., Revenue Commissioner

**Submitted by:** Susan Hill, Administrative Support Specialist IV

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### **ITEM TITLE**

Prime Data, LLC - Professional Services Agreement for General Programming and Consulting Services

### **STAFF RECOMMENDATION**

As requested by the Honorable Teddy Faust, Baldwin County Revenue Commissioner, take the following action:

Authorize the Chairman to execute the Professional Services Agreement between Prime Data, LLC, and the Baldwin County Commission (Baldwin County Revenue Commissioner) for general programming and consulting services related to the conversion from DELTA Computer Systems.

The term of this Agreement is effective the date of the last party to execute. This is a month-to-month Agreement and may be renewed at the mutual consent of the parties. The estimated term of this Agreement is 6 to 8 months.

**Previous Commission action/date:** N/A

**Background:** The purpose of this Professional Services Agreement is to assist in the conversion from DELTA Computer Systems to a software provider not yet determined. The conversion will require significant expertise in all facets of software platforms and conversions. Prime Data, LLC is the most qualified organization to fulfill the conversion.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** \$6,000.00 per month, payable in advance

**Budget line item(s) to be used:** 12051810.51500

**If this is not a budgeted expenditure, does the recommendation create a need for funding?**

N/A

### **LEGAL IMPACT**

**Is legal review necessary for this staff recommendation and related documents?**

Yes

**Reviewed/approved by:** County Attorney (Brad Hicks) has reviewed the contract.

**Additional comments:** N/A

### **ADVERTISING REQUIREMENTS**

**Is advertising required for this recommendation?** N/A

**If the proof of publication affidavit is not attached, list the reason:** N/A

### **FOLLOW UP IMPLEMENTATION**

**For time-sensitive follow up, select deadline date for follow up:** N/A

**Individual(s) responsible for follow up:** N/A

**Action required (list contact persons/addresses if documents are to be mailed or emailed):**

Administration staff have Chairman execute Agreement and send to:

Prime Data, LLC  
Attn: John Robertson  
11275 U.S. Highway 98 W, Ste 316  
Miramar Beach, Florida 32550-6909

**Additional instructions/notes:** N/A