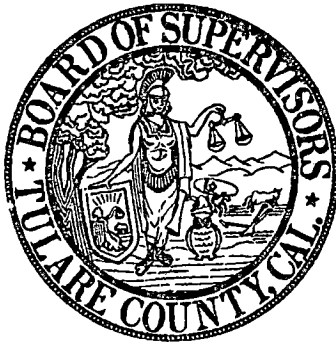


**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF APPROVE COSTS)
ASSOCIATED WITH AN AGREEMENT) Resolution No. 2018-0197
WITH SOVOS COMPLIANCE, LLC.)
)

UPON MOTION OF SUPERVISOR CROCKER, SECONDED BY SUPERVISOR SHUKLIAN, THE FOLLOWING WAS ADOPTED BY THE BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD MARCH 20, 2018, BY THE FOLLOWING VOTE:

AYES: SUPERVISORS CROCKER, VANDER POEL, SHUKLIAN, WORTHLEY AND ENNIS
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE



ATTEST: MICHAEL C. SPATA
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: Henry Ravello
Deputy Clerk

1. Approved costs associated with an approved agreement with Sovos Compliance, LLC, in an amount not to exceed \$3,255 retroactive to March 2, 2018, through March 31, 2022.
2. Found that the Board had authority to approve these costs as of March 2, 2018, and that it was in the County's best interest to approve costs on that date. It was impractical for the Board to take action prior to March 2, 2018, due to the time needed to process, prepare and submit the agenda item.

TCiCT
Auditor

HAR
3/20/2018



**Information &
Communications
Technology
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

KUYLER CROCKER
District One

PETE VANDER POEL
District Two

AMY SHUKLIAN
District Three

J. STEVEN WORTHLEY
District Four

MIKE ENNIS
District Five

AGENDA DATE: March 20, 2018

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>

CONTACT PERSON: Jacob S Kaminsky PHONE: 559-622-7308

SUBJECT: Approve costs associated with an agreement with Sovos Compliance, LLC.

REQUEST(S):

That the Board of Supervisors:

1. Approve costs associated with an approved agreement with Sovos Compliance, LLC, in an amount not to exceed \$3,255 retroactive to March 2, 2018, through March 31, 2022.
2. Find that the Board had authority to approve these costs as of March 2, 2018, and that it was in the County's best interest to approve costs on that date. It was impractical for the Board to take action prior to March 2, 2018, due to the time needed to process, prepare and submit the agenda item.

SUMMARY:

Tulare County Information and Communications Technology (TCiCT) is responsible for maintaining the safety and performance of Tulare County's information technology assets, including the Taxport AP tax preparation system provided by Sovos Compliance, LLC. This system is an upgrade from the existing 1099Convey tax preparation software, which Sovos is in the process of phasing out. Cloud-based and synchronized in real time to IRS Taxpayer Identification Number (T.I.N.) verification, Taxport AP improves the user experience and cuts down on errors and the need for corrections.

On January 9, 2018, this Board approved a five-year agreement with Sovos to transition from 1099Convey to Taxport AP. The cost of the agreement was listed in

SUBJECT: Approve costs associated with an agreement with Sovos Compliance, LLC.

DATE: March 20, 2018

the agenda item as an amount not to exceed \$9,700. However, the agreement includes a provision that the vendor may raise their fees by 6% each year, causing a discrepancy between the amount requested in the item and the total amount owed to the vendor. The total cost of the agreement is an amount not to exceed \$12,955. This amount includes the \$1,914.78 already paid for 1099Convey as well as the paid balance of \$382.95 for the current year upgrade to Taxport AP. Failure to approve these costs may put the County of Tulare at risk of non-compliance with tax regulations.

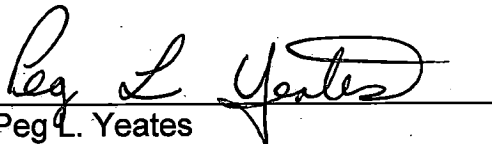
FISCAL IMPACT/FINANCING:

The cost is an amount not to exceed \$3,253 above the initially approved amount of \$9,700. The total FY 2017/18 cost of \$2,297.73 has already been paid from account number 071-090-2900-7043. \$2,436 will be included in the FY 2018/19 budget, \$2,582 will be included in the FY 2019/20 budget, \$2,737 will be included in the 2020/21 budget and \$2,902 will be included in the FY 2021/22 budget. There is no Net County Cost.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's five year strategic plan includes the Organizational Performance initiative to promote countywide loss prevention and workplace safety along with continuously improving organizational effectiveness. The agreement with Sovos helps fulfill these initiatives by providing the County with state-of-the-art technology for third-party tax preparation and the infrastructure to support better service delivery.

ADMINISTRATIVE SIGN-OFF:



Peg L. Yeates

Information and Communications Technology Director

cc: Auditor-Controller
County Counsel
County Administrative Office (2)

Attachment(s) - Sovos Quote



ORDER FORM

County of Tulare ("Client")
 221 S. Mooney Blvd, Room 9E
 Visalia, California, 93291
 United States

Sovos Compliance, LLC ("Sovos")
 200 Ballardvale Street, Building I, 4th Floor
 Wilmington, MA 01887

Signature:

Signature:
Dated/Signed by: 7:ED95D623E7457

Print Name: Cass Cook

Print Name: Brent Stine

Title: Assistant Auditor Controller

Title: VP Controller

Date: 9-22-17

Date: 9/30/2017

Client Contact Information

Bill To Contact	Ship To Contact*
Matt Sanders 221 S. Mooney Blvd, Room 9E Visalia, California, 93291, United States (559) 636-5200 tcict_logistics@co.tulare.ca.us	Matt Sanders 221 S. Mooney Blvd, Room 9E Visalia, California, 93291, United States (559) 636-5200

*Ship To Contact will be designated as the primary contact of the products below. Changes after execution of this Order Form can be made by contacting Sovos support.

This Order Form is a replacement of all previous Order Forms for 1099Convey Essential Plus - 5 Users, 5K Transaction Limit and new order for other Software and Services listed below.

Product Licenses

Software/Service(s)	Initial Order Term	License Metric(s)
Taxport AP - No Print	9/20/2017 to 3/31/2022	Taxport AP - No Print - Up to 2,500 Forms

Annual Fee (all fees set forth herein are applicable to the Billing Period): \$2,297.73

Overage Fees

Software/Service(s)	Fees
Taxport AP - No Print	Usage Fee in Excess of Contracted Volumes: \$2.42 /Form

Terms and Conditions

SOVOS

Compliance

Renewal Term	The Order Form shall automatically renew for 60 months upon expiration of the Initial Order Term.
Terms and Conditions	The terms and conditions governing the use of the Software are set forth in the Taxport A/P SaaS Subscription Agreement that are agreed upon during the first login for each user (the "Agreement").
Overage Fees and Payments	<p>All pricing includes TIN services and transmit. Transmissions (in excess of the contracted form volume) are included for up to 5% of the total form volume. Overages are charged at the Price Per Form rate.</p> <p>A total of 6 print file submissions and 6 transmit file submissions are allowed. Additional submissions will be charged a fee up to \$300 per occurrence.</p> <p>Client is given unlimited access to TIN services during the contracted period.</p>
Payment Terms	<p>Billing Period: Annual</p> <p>Each Tax Year will run from April 1 through March 31. The first Tax Year begins on the first date of the Initial Order Term and continues until March 31, 2018.</p> <p>Billing Terms: Net 30 from invoice date.</p> <p>The fees set forth in this Order Form do not include taxes.</p> <p>Commencing with the second Billing Period, Sovos may, with 60 days prior written notice, increase fees by 6%, such increase to be effective as of the beginning of such Billing Period</p>

Authorized Affiliates

Are Affiliates authorized to receive the Products and Services under this Order Form? Yes No

[If yes, list authorized affiliates below]

Legal Name	Address