

Resolution # 25-1

WHEREAS, County policies and procedures require both the assigned oversight committee and the County Board to approve all requests to procure goods and/or services costing \$30,000 or more; and,

WHEREAS, the Department of Clerk of the Circuit Court wishes to procure goods and/or services from Hanson Information Systems for the purpose of disaster recovery in the amount of approximately 31,159.20; and

WHEREAS, this purchase will allow Clerk of the Circuit Court to provide full back up of the court records in the event there is a disaster at the county building; and

WHEREAS, as documented by the approval of this resolution, Courts Committee has approved the Clerk of the Circuit Court Department's request to procure the items specified and the committee recommends that the County Board approve procurement of the same, and;

NOW, THEREFORE, BE IT RESOLVED that the Sangamon County Board, in session this 12 day of November, 2019, approves the procurement of the goods and/or services detailed above. The Elected Official/Department Head is authorized to sign required documents to execute the provision of this procurement.

FILED

NOV 08 2019

Don May
Sangamon County Clerk

Attachment: Purchase Order form

Approved by the Courts _____ Committee

November 07 _____, 2019

[Signature], Chairman _____, Member

[Signature], Member _____, Member

[Signature], Member _____, Member

[Signature], Member _____, Member

[Signature], Member _____, Member

[Signature], Member _____, Member

_____, Member

253

Sangamon County Purchase Order FY2019

Purchase Orders are required for all Informal Quotes (>\$3,500) and Formal Solicitations (>\$30,000)

Department Information

PO Number: 2019-1104-02 (Manually Assigned by Department)
Department: Circuit Clerk Employee Contact: David Durall
Department Head Signature: *David Durall* Date: 11/05/2019

Purchase Order Type (Regular, Exception or Emergency)

Type: Regular (3 Quotes or RFP Documentation Required)
Legal Review Date: _____ (>\$30,000 or Exception – see below)

Exception (Provide detailed explanation in Purchase Description/Narrative Section)

Reason: Joint Purchasing Contract Sole Source Professional Services
Not Suitable for Quotes/RFP Other

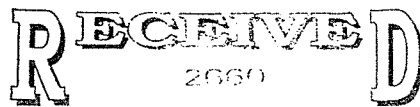
Emergency County Administrator Signature: _____
• Will be reported at the next Oversight and/or County Board Meeting Date: _____
• Provide detailed explanation in Purchase Description/Narrative Section

Purchase Request Information

Vendor: Hanson Information Systems Quantity: 12 Price Per Unit: \$2,596.60
Total Price: \$31,159.20 G/L: 009.023.541.017

Purchase Description/Narrative:

Not suitable for bid at this time (Month to Month)
Co-location



NOV - 5 2019

Andy Goleman
SANGAMON COUNTY AUDITOR

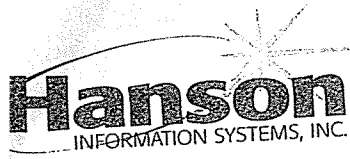
Auditor's Office (PO request documents need to be to the Auditor's Office 5 business days prior to the oversight committee meeting)

Date Received: 11/5/19 Date Review Completed: 11/5/19
Auditor's Office Signature: *T. Vian*

County Board

Approved by Oversight Committee: _____
Approved by County Board (if applicable): _____
Meeting Date: _____ Signature: *[Signature]*

(County Board Resolution Required for All POs >\$30,000)



2433 West White
 Oaks Drive
 Springfield, IL
 62704
 (217) 726-2400
 1-888-245-8468

Detailed Account Statement ²⁵⁴
 Date: 10/23/2019
 Account: 7777

Bill to: 7777
 Sangamon County Circuit Clerk
 Brian Aarup
 200 S. Ninth St.
 Springfield IL 62701

Invoice	Date	Invoice Name	Price	Qty	Extended Price
361646	10/8/2019	Sangamon County Circuit Clerk	\$95.00	2	\$190.00
Item	Description				
10/3&4/2019	cPanel FTP troubleshooting (2 Hours)				
		Total		Paid	Due
		Subtotal	\$190.00	\$0.00	\$190.00
		Total Taxes			

Invoice	Date	Invoice Name	Price	Qty	Extended Price
361834	10/14/2019	Sangamon County Circuit Clerk	\$166.25	1	\$166.25
Item	Description				
1.	Website Redesign (sangamoncountycircuitclerk.org) from 9/30/2019 - 10/4/2019 (1.75 Hours)				
		Total	\$166.25	\$0.00	\$166.25
		Subtotal	\$166.25		
		Total Taxes	\$0.00		

Invoice	Date	Invoice Name	Price	Qty	Extended Price
362032	10/23/2019	Sangamon County Circuit Clerk	\$975.00	1	\$975.00
Item	Description				
SVC#62	11/23/2019 to 12/23/2019 -- Server Co-location				
		Total	\$975.00	\$0.00	\$975.00
		Subtotal	\$975.00		
		Total Taxes	\$0.00		

Invoice	Date	Invoice Name	Price	Qty	Extended Price
362033	10/23/2019	Sangamon County Circuit Clerk	\$50.00	1	\$50.00
Item	Description				
SVC#181 DTL#11142	11/23/2019 to 12/23/2019 -- Internet Services				
		Total	\$50.00	\$0.00	\$50.00
		Subtotal	\$50.00		
		Total Taxes	\$0.00		

Invoice	Date	Invoice Name	Price	Qty	Extended Price
362034	10/23/2019	Sangamon County Circuit Clerk	\$446.60	1	\$446.60
Item	Description				
SVC#200	11/23/2019 to 12/23/2019 -- DS1 Private Line 1.5M				
		Total	\$446.60	\$0.00	\$446.60
		Subtotal	\$446.60		
		Total Taxes	\$0.00		

Invoice	Date	Invoice Name	Price	Qty	Extended Price
362035	10/23/2019	Sangamon County Circuit Clerk	\$475.00	1	\$475.00
Item	Description				
SVC#269	11/23/2019 to 12/23/2019 -- Server Cabinet Co-Lo(CP)				
		Total	\$475.00	\$0.00	\$475.00
		Subtotal	\$475.00		
		Total Taxes	\$0.00		

Invoice	Date	Invoice Name	Price	Qty	Extended Price
362036	10/23/2019	Sangamon County Circuit Clerk	\$400.00	1	\$400.00
Item	Description				
SVC#270	11/23/2019 to 12/23/2019 -- Business continuity seat				
		Total	\$400.00	\$0.00	\$400.00
		Subtotal	\$400.00		
		Total Taxes	\$0.00		

255

2433 West White
Oaks Drive
Springfield, IL
62704
(217) 726-2400
1-888-245-8468



Invoice	362037	Date	10/23/2019	Invoice Name	Sangamon County Circuit Clerk	Price	Qty	Extended Price
Item	SVC#271	Description	11/23/2019 to 12/23/2019 -- Server Cabinet Co-Lo additional space			\$250.00	1	\$250.00
					Total	Paid	Due	
Subtotal					\$250.00	\$0.00	\$250.00	
Total Taxes					\$0.00			

----- Please return this portion with payment -----
All charges 30 days or more past due will be subject to a 1.5% monthly late fee.

Due Date: 11/22/2019
Please Pay this Amount: \$2,952.85

0-30 Days	30-60 Days	60-90 Days	Over 90 Days
\$2,952.85			

Account: 7777 Name: Sangamon County Circuit Clerk
Username: sangamon

Total Amount Due: \$2,952.85
Amount Enclosed: _____



Mail remittance to:
Hanson Information Systems
2433 West White Oaks Drive
Springfield, IL 62704