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To: RuthAnne Hall, Purchasing Agent

From: Robert Skidmore, Treasurer 
Lora Nordstrom, Interim Chief Information Technology Officer

Date: February 27, 2012

Re: Emergency Declaration for Procurement of Software Maintenance Fees

Background:

Lake County currently utilizes software for a Computer Assisted Mass Appraisal System (CAMA) to provide the functionality to maintain, bill, collect, distribute and track property accounts and associated taxes. There are various modules for the CAMA, for which annual software maintenance agreements are needed to provide the ongoing support. The current maintenance agreement has expired. A purchase order is needed to process an invoice in the amount of \$217,881.88 for the annual software maintenance fee for 2012.

Recommendation:

Pursuant to Section 6-103, Emergency Procurement, of the Lake County Purchasing Ordinance, the Treasurer's Office and Information Technology Department declare this as an emergency procurement to prevent or minimize serious disruption of government services.