
THE VILLAGE OF TINLEY PARK

Cook County, Illinois

Will County, Illinois

RESOLUTION

NO. 2020-R-119

**A RESOLUTION APPROVING AN AGREEMENT BETWEEN
INTEGRATED DOCUMENT TECHNOLOGIES, INC. AND THE VILLAGE OF TINLEY
PARK**

**JACOB C. VANDENBERG, PRESIDENT
KRISTIN A. THIRION, VILLAGE CLERK**

**CYNTHIA A. BERG
WILLIAM P. BRADY
WILLIAM A. BRENNAN
DIANE M. GALANTE
MICHAEL W. GLOTZ
MICHAEL G. MUELLER
Board of Trustees**

RESOLUTION NO. 2020-R-119

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INTEGRATED DOCUMENT TECHNOLOGIES, INC. AND THE VILLAGE OF TINLEY
PARK**

WHEREAS, the Village of Tinley Park, Cook and Will Counties, Illinois, is a Home Rule Unit pursuant to the Illinois Constitution of 1970; and

WHEREAS, the Corporate Authorities of the Village of Tinley Park, Cook and Will Counties, Illinois, have considered entering into an Agreement with Integrated Document Technologies, Inc, a true and correct copy of such Agreement being attached hereto and made a part hereof as **EXHIBIT 1**; and

WHEREAS, the Corporate Authorities of the Village of Tinley Park, Cook and Will Counties, Illinois, have determined that it is in the best interests of said Village of Tinley Park that said Agreement be entered into by the Village of Tinley Park;

NOW, THEREFORE, Be It Resolved by the President and Board of Trustees of the Village of Tinley Park, Cook and Will Counties, Illinois, as follows:

Section 1: The Preambles hereto are hereby made a part of, and operative provisions of, this Resolution as fully as if completely repeated at length herein.

Section 2: That this President and Board of Trustees of the Village of Tinley Park hereby find that it is in the best interests of the Village of Tinley Park and its residents that the aforesaid "Agreement" be entered into and executed by said Village of Tinley Park, with said Agreement to be substantially in the form attached hereto and made a part hereof as **EXHIBIT 1**, subject to review and revision as to form by the Village Attorney.

Section 3: That the President and Clerk of the Village of Tinley Park, Cook and Will Counties, Illinois are hereby authorized to execute for and on behalf of said Village of Tinley Park the aforesaid Agreement.

Section 4: That this Resolution shall take effect from and after its adoption and approval.

ADOPTED this 1st day of December, 2020, by the Corporate Authorities of the Village of Tinley Park on a roll call vote as follows:


AYES: Berg, Brady, Brennan, Galante, Glotz, Mueller

NAYS: None


ABSENT: None

APPROVED this 1st day of December, 2020, by the President of the Village of Tinley Park.

ATTEST:



Village Clerk



Village President


EXHIBIT 1

STATE OF ILLINOIS)
COUNTY OF COOK) SS
COUNTY OF WILL)

CERTIFICATE

I, KRISTIN A. THIRION, Village Clerk of the Village of Tinley Park, Counties of Cook and Will and State of Illinois, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2020-R-119, **“A RESOLUTION APPROVING AN AGREEMENT BETWEEN INTEGRATED DOCUMENT TECHNOLOGIES, INC. AND THE VILLAGE OF TINLEY PARK,”** which was adopted by the President and Board of Trustees of the Village of Tinley Park on December 1, 2020.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Tinley Park this 1st day of December, 2020.



KRISTIN A. THIRION, VILLAGE CLERK

CAPSYS & OnBase System Upgrades / Redundant OnBase Application Server & Test System Deployment



Integrated Document Technologies
 1009 Hawthorn drive
 Itasca, IL 60143
 Phone: (949) 542-7097
 Fax: (630) 875-1101

Village of Tinley Park
 Dennis Maleski
dmaleski@tinleypark.org

Prepared by: Michael Nolfo, President
 6/11/20

QTY	Description		
Hyland Optional Add-On Licensing			
1	Hyland OnBase - Document Import Module (DIP) - Imports documents (scanned or other) and their respective index information - Customer declined-	\$5,000	\$0
Note:	In the event VTP decides to run the DIP process on the second redundant server (optional), This license would need to be added for a redundant configuration. Should VTP opt not to purchase this second DIP license, than you would only have one instance of DIP running on the primary server.		
1	Hyland OnBase - Document Import Module Annual Maintenance (12 Months) - Customer declined-	\$1,000	\$0
Optional Hyland OnBase License & Additional SWA			\$0

CAPSYS & Hyland CONFIGURATION, UPGRADE & DEPLOYMENT SERVICES (ONE-TIME FEE)

All professional services are a Not-to-Exceed Estimate

Professional Services during Standard Business Hours (Performed remotely)

24	Project Management, status meetings, software installation and upgrade services for the following: Perform an in-place upgrade to move to CAPSYS CAPTURE 2019. (See CAPSYS/OnBase Environment Documentation below). Includes Testing batch profile(s), scanner connectivity and ExportPro module to new OnBase version.	\$185	\$4,440
48	Perform a new installation of Hyland OnBase Foundation EP2 or EP3 (depending on timing) on the new VMs for Production. (Will mitigate downtime and production interruptions to current environment including Agenda Management). Update & test the Agenda Management workflow processes. Convert & Test existing (2) Agenda Input eForms. Migrate & Test all document types to Full Text OCR License (replace deprecated Autonomy Idol License). Test all HR Unity Forms & workflow processes.	\$185	\$8,880
40	Upgrade and update the Agenda Management legacy agenda item forms, workflow, and custom scripts as required. <i>Please note: IDT and Hyland recommends that the Village move to using Unity Forms in the future, although the Village may continue to stay on the current implementation at this time. (These services can be quoted separately by IDT when the Village is ready to make this move).</i>	\$185	\$7,400
8	Add (1) redundant OnBase application VM to the OnBase production environment, (1) redundant SQL server & (1) redundant image storage location. Configure (1) new redundant DIP License to new application server.	\$185	\$1,480
1	Upgrade Hyland test environment & Sync the Test system to the OnBase production system. (Optional)- Customer Declined-	\$7,400	\$0

Recommended CAPSYS/OnBase Environment

- (Current) Tp-vhvdmcapp – Capsys App Server
- (Current) Tp-vhvdmcweb – Capsys Web Server
- (Current) Tp-vhvdmcstest – OnBase Test Server. Add another redundant Test server if we have (2) OnBase application servers.
- (Current) Tp-vhvdmhapp – Hyland Production Application Server
- (New) Tp-vhvdmhapp 2 – Hyland Production Application (redundant) Server
- (Current) SQL Server (CAPSYS & Hyland shared)
- (New) SQL Server 2- (CAPSYS & Hyland shared)

Assumptions: Village of Tinley Park is current on their CAPSYS and Hyland OnBase Maintenance which is required in order to be eligible to receive any new software versions.
 IDT will be provided remote access during standard business hours M-F 9am-5pm CT to hardware for implementation.

Except as noted in this proposal: no new processes, application development, new functionality or integrations are included in project scope within CAPSYS or Hyland OnBase.

Village of Tinley Park will provide copies of images and databases as required throughout the upgrades.

All Microsoft SQL Server 2019 & WIN 2016 O.S. licensing will be provided by Village of Tinley Park for this project.

IDT will acquire the updated licensing for CAPSYS CAPTURE and Hyland OnBase (Includes updated Full Text OCR from Hyland).

IDT will migrate the current functionality for Agenda Management over into OnBase Foundation version installed at the Village of Tinley Park.

Village of Tinley Park will provide the necessary I.T. resources required for the project.

Notes:

*The above pricing is a **not to exceed** estimate based on the documented scope of work, subject to final agreed upon SOW. Any work outside of scope will be subject to a change control, which may impact the amount of services and timelines required to complete the project. IDT will only invoice for actual service hours rendered. Assumes all services will be performed remotely during standard business hours, M-F from 8 am-5 PM CT. IDT's rate for services performed during standard business hours is \$185.00/hour. Any services performed afterhours or on weekend work will be subject to the rate of \$275/hour and will require pre-approval.*

Professional Services Subtotal: \$22,200

TOTAL COST (Excluding applicable sales tax): \$22,200

This proposal is valid for 60 days and excludes applicable sales tax. Prices do not include expenses such as, travel, per diem, lodging, phone, fax, etc. incurred by IDT or its agents as related to this proposal. Expenses will be billed at actual cost incurred by IDT. All professional services will be invoiced semi-monthly as services are rendered and are due net 30 day terms.


Village Of Tinley Park- Authorized Signature

12-1-2020
Date