



DUKES COUNTY REGISTRY OF DEEDS

Paulo C. DeOliveira
Register

Shannon E. Larsen
Asst. Register

May 15, 2023

Mr. Michael D. Hurley
Clerk of the Massachusetts Senate
24 Beacon St - Room 335
State House
Boston, MA 02133

Dear Mr. Clerk:

This is a submission of a plan for expenditure from the County Registers' Technological Fund for the Dukes County Registry of Deeds totaling \$18,040.00 and a request for a referral of this plan to the Committees on Ways and Means and Post Audit and Oversight.

Consistent with the provisions of Section 4 of Chapter 4 of the Acts of 2003 and M.G.L. Chapter 29, §2KKK, the proposed expenditures are for purposes of technological improvements at the Dukes County Registry of Deeds. In preparing this plan, I have consulted with the Commonwealth's Chief Operating Officer and the State Secretary in accordance with the approval process. Their responses are attached.

Please feel free to contact me if you have additional questions. Thank you for your assistance with this matter.

Sincerely,

Paulo C. DeOliveira
Dukes County Register of Deeds

Enclosures

cc: Tim Larkin, EOTSS
Paul McCarthy, SEC



EXECUTIVE OFFICE OF TECHNOLOGY SERVICES & SECURITY

COMMONWEALTH OF MASSACHUSETTS | 1 ASHBURTON PLACE, 8TH FLOOR, BOSTON, MA 02108

MAURA HEALEY
Governor

JASON SNYDER
Secretary/Chief Information Officer

KIM DRISCOLL
Lieutenant Governor

April 27, 2023

Mr. Paulo C. DeOliveira
Dukes County Register of Deeds
P.O. Box 5231
Edgartown, MA 02539

Dear Mr. DeOliveira,

This letter is in response to your request dated April 25, 2023, to expend \$18,040.00 from the County Register's Technological Fund. This request is consistent with your strategy for technological improvements at the Dukes County Registry of Deeds.

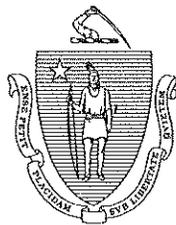
I urge you to continue with information technology projects that support your long-term information technology strategy. If you need further assistance or have questions, please contact Tim Larkin in my office at: 617-626-4476.

Sincerely,

Sean M. Hughes

Sean Hughes
Assistant Secretary for Technology, Security and Operations / Chief Operating Officer

Cc: Honorable William F. Galvin
Samantha Blatchford, SEC
Keryn Cadogan, SEC
Paul McCarthy, SEC
Theresa Curtis, EOTSS
Tim Larkin, EOTSS



The Commonwealth of Massachusetts
William Francis Galvin, Secretary of the Commonwealth
Administrative Services

Paul C. McCarthy
CFO
Director, Registry of Deeds

April 25, 2023

Paulo C. DeOliveira
Dukes County Registry of Deeds
P. O. Box 5231
Edgartown, MA 02539

Re: Dukes County Registry of Deeds Technological Fund Request

Dear Register DeOliveira,

This letter is in response to the Dukes County Technological Fund request on April 25, 2023, to expend a total of \$18,040.00 from the County Register's Technological Fund for the Duke's County Registry of Deeds. The Secretary of the Commonwealth, in accordance with Chapter 4 of the Acts of 2003, is asked to review each of the Registers Technological Fund requests to ensure consistency with the IT plans of the Commonwealth and of the Secretary of the Commonwealth. Pursuant to the General Laws Chapter 36, Section 41, governing all County Registry of Deeds, this falls within the intentions of the county surcharge.

Please note this approval shall not act as an endorsement of any one vendor associated with this expenditure request.

Thank you,

A handwritten signature in black ink, appearing to read "Paul McCarthy", written over a white background.

Paul McCarthy
Director, Registry of Deeds
Office of the Secretary of the Commonwealth

Cc: Tim Larkin



DUKES COUNTY REGISTRY OF DEEDS

Paulo C. DeOliveira
Register

Shannon E. Larsen
Asst. Register

April 25, 2023

Tim Larkin, Capital Planning Manager - MassIT
Commonwealth of Massachusetts
One Ashburton Place, Rm. 1601
Boston, MA 02108

Dear Mr. Larkin,

I am enclosing for your approval a request totaling \$18,040 to cover various service contracts, and new ergonomic desk hardware.

Please feel free to contact me if you have additional questions. For your reference, our current Tech Fund balance as of April 1, 2023 (prior to this request) is approximately \$154,124.

Thank you for your attention to this request.

Sincerely,

Paulo C DeOliveira, Register

CC: Paul McCarthy

Avenu 20/20 Perfect Vision LRMS Maintenance Agreement - \$7,090

Amendment No. 2 will extend the current service contract with Avenu until 2025.

**Agreement for Information Technology
Products and Services
Amendment No. 2**

**Avenu Enterprise Solutions, LLC
Dukes County, Massachusetts**

This second amendment (“Amendment No. 2”), is made by and between **Avenu Enterprise Solutions, LLC**, 8600 Harry Hines Blvd., Suite 300, Dallas, TX 75235 (“Avenu”) and **Dukes County**, 81 Main Street, Edgartown, MA 02539 (“Client”).

RECITALS

WHEREAS Client and Avenu executed the Agreement for Information Technology Products and Services (“Agreement”), for maintenance and support of the 20/20 Perfect Vision™ Land Records Management System, effective July 1, 2019; and

WHEREAS the Agreement has an initial Term of two (2) years with the option to extend for an additional three (3) year period; and

WHEREAS effective July 1, 2021, the Parties executed Amendment No. 1 to extend the Term for a two (2) year period through June 30, 2023; and

WHEREAS the Parties now wish to extend the Term for an additional two (2) year period; and

WHEREAS the Parties seek to amend the Agreement to clarify the Term and exercise the option to extend the Term through June 30, 2025.

NOW, THEREFORE, Avenu and Client (each individually a “Party” and collectively, the “Parties”) agree as follows:

1. This Amendment No. 2 is effective on July 1, 2023 (“Amendment Effective Date”).
2. Section 2 (Term) is deleted and replaced with the following:

This Agreement will become effective on July 1, 2019 (“Effective Date”) and shall continue through June 30, 2023, unless otherwise extended or terminated by the parties in accordance with the provisions of this Agreement (“Term”). At the end of the Term, the parties may agree in writing to extend this Agreement for additional two (2) year periods (each an “Extended Term”), subject to the termination provisions of this Agreement.

3. Section 2 (Term) is amended with the following:

This Agreement is extended for an additional two (2) year period effective July 1, 2023 through June 30, 2025, unless otherwise extended or terminated by the parties in accordance with the provisions of this Agreement (“Extended Term”).

4. Schedule A (Statement of Work), Section C (Payment and Rates), is amended with the following:

C. PAYMENT AND RATES

Avenu will invoice Client annually in advance for the Services based on the following price schedule:

Services	Price
Maintenance for 20/20 Perfect Vision™ Land Records Management System – 7/1/2023 through 6/30/2024	\$3,510.00 annual fee
Maintenance for 20/20 Perfect Vision™ Land Records Management System – 7/1/2024 through 6/30/2025	\$3,580.00 annual fee

5. All other terms and conditions of the Agreement, except as modified by this Amendment No. 2, shall remain in full force and effect.

IN WITNESS WHEREOF, the undersigned authorized representatives of Avenu and Client have executed this Amendment No. 2.

Avenu Enterprise Solutions, LLC

Dukes County, Massachusetts

By: _____

By: Paulo C. DeOliveira

Name: Carl Kumpf

Name: Paulo C. DeOliveira

Title: Chief Financial Officer

Title: Register of Deeds

Date: _____

Date: 12/13/22

Wide Format Service Contract - \$5,150

ImageTek proposal will extend the current service contract with until 2024.

Equipment Service Contract

Page 1 of 1

ImageTek
 P O Box 70
 Auburn, Ma. 01501
 Phone: 860-428-4680

*Quote
 for year 1
 2023-2024*

<p>Bill To DUKES COUNTY REGISTRY OF DEEDS ATTN: PAULO DEOLIVEIRA 81 MAIN STREET EDGARTOWN, MA 02539</p>
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Thank you for choosing ImageTek as your service provider! Here is the Guaranteed Maintenance Agreement listing the equipment to be included, the dates of service coverage, the charges and the specific terms of the contract. Please review the information to insure it is complete and accurate. If you require any additional information regarding your equipment's contract, please call our Contracts Administrator at 781-953-4451 AN INVOICE WILL BE MAILED UPON RECEIPT OF YOUR PURCHASE ORDER NUMBER (IF APPLICABLE) AND/OR YOUR SIGNED ACCEPTANCE OF THIS AGREEMENT.

Contract ID	13848	Contract Description	All Parts & Labor		Start Date	16-Sep-23	End Date	15-Sep-24			
Period Billing Int	Annual	Meter Billing Int	N/A	Labor Hrs Inc	ALL	Labor Surcharge	NONE	Travel Hrs Inc	ALL	Travel Surcharge	NONE
Equipment Charge	\$2,550.00	Zone Charge	\$0.00	SubTotal	\$2,550.00	Total Contract Charge		\$2,550.00			
Estimated Annual Charge	\$2,550.00										

Categories of Parts Included in Contract											
General Parts											
Equipment Included under Contract											
Equipment Location	Ship To ID	DUK004		Address	DUKES COUNTY REGISTRY OF DEEDS ATTN: PAULO DEOLIVEIRA 81 MAIN STREET EDGARTOWN, MA 02539						
Serial No	13416606	Unit ID		Model No	7172	Equip. Location		Equip. Value	\$2,550.00		
Description	COPIER/PRINTER/SCANNER			PMs Included	None						

This agreement, and the charges indicated herein, shall be binding only for the contract period and may be renewed thereafter in similar or other increments subject to the terms and charges in effect at the time of any renewal agreement. Early termination of this agreement is non-refundable. This contract may not be transferred without written consent from ImageTek. Only the equipment options and accessories listed herein will be serviced under the terms of this contract, subject to the receipt, by ImageTek, of the contract charge and any applicable metered billing. This contract, described as Code 002, will provide remedial and predictive maintenance as needed including all parts, labor, travel and normal expenses such as to keep the equipment in good operating order and in accordance with established equipment operating specifications. Service will be provided during normal ImageTek business hours (8:30-5:00 except ImageTek observed holidays). This agreement does not include charges incurred as the result of damage caused by operational errors, accident, water, fire, theft, lightning strikes, power failure or other environmental conditions beyond the control of ImageTek. Service required due to failure of equipment, peripherals or systems other than the equipment listed herein or, attempts to repair or modify the covered equipment by anyone other than a ImageTek technician or assignee, is not included. Service required to relocate equipment is not included. The customer is responsible for any additional zone charge that may apply as the result of equipment being moved to a different service zone. ImageTek will maintain public liability, property damage and workman's compensation insurance covering all employees performing under this contract. Any Purchase Order, modification, amendment or other instrument which is inconsistent with the terms of this agreement, will not be binding on the part of ImageTek unless in writing and signed by an agent of ImageTek. The entire text of this agreement is available upon request of our document "Guaranteed Maintenance Agreement".

Print Name: _____ Signature: _____ Date: _____
 DataBank IMX Representative: John C. Masson John C. Masson 12-20-2022
 Customer Signature: _____

Equipment Service Contract

ImageTek
 P O Box 70
 Auburn, Ma. 01501
 Phone: 860-428-4680

*Quote
 for year 2
 2024-2025*

Bill To DUKES COUNTY REGISTRY OF DEEDS ATTN: PAULO DEOLIVEIRA 81 MAIN STREET EDGARTOWN, MA 02539

Thank you for choosing ImageTek as your service provider! Here is the Guaranteed Maintenance Agreement listing the equipment to be included, the dates of service coverage, the charges and the specific terms of the contract. Please review the information to insure it is complete and accurate. If you require any additional information regarding your equipment's contract, please call our Contracts Administrator at 781-953-4451 AN INVOICE WILL BE MAILED UPON RECEIPT OF YOUR PURCHASE ORDER NUMBER (IF APPLICABLE) AND/OR YOUR SIGNED ACCEPTANCE OF THIS AGREEMENT.

Contract ID	13848/Contract Description / All Parts & Labor			Start Date	16-Sep-24	End Date	16-Sep-25
Period Billing Int	Annual	Meter Billing Int	N/A	Labor Hrs Inc	ALL	Labor Surcharge	NONE
Travel Hrs Inc	ALL	Travel Surcharge	NONE	Equipment Charge	\$2,600.00	Zone Charge	\$0.00
SubTotal	\$2,600.00		Total Contract Charge	\$2,600.00			
Estimated Annual Charge	\$2,600.00						

Categories of Parts Included in Contract						
General Parts						
Equipment Included under Contract						
Equipment Location	Ship To ID	DUK004	Address	DUKES COUNTY REGISTRY OF DEEDS ATTN: PAULO DEOLIVEIRA 81 MAIN STREET EDGARTOWN, MA 02539		
Serial No	13416606	Unit ID	Model No	7172	Equip. Location	
Description	COPIER/PRINTER/SCANNER		PMs Included	None	Equip. Value	\$2,600.00

This agreement, and the charges indicated herein, shall be binding only for the contract period and may be renewed thereafter in similar or other increments subject to the terms and charges in effect at the time of any renewal agreement. Early termination of this agreement is non-refundable. This contract may not be transferred without written consent from ImageTek. Only the equipment options and accessories listed herein will be serviced under the terms of this contract, subject to the receipt, by ImageTek, of the contract charge and any applicable metered billing. This contract, described as Code 002, will provide remedial and predictive maintenance as needed including all parts, labor, travel and normal expenses such as to keep the equipment in good operating order and in accordance with established equipment operating specifications. Service will be provided during normal ImageTek business hours (8:30-5:00 except ImageTek observed holidays). This agreement does not include charges incurred as the result of damage caused by operational errors, accident, water, fire, theft, lightning strikes, power failure or other environmental conditions beyond the control of ImageTek. Service required due to failure of equipment, peripherals or systems other than the equipment listed herein or, attempts to repair or modify the covered equipment by anyone other than a ImageTek technician or assignee, is not included. Service required to relocate equipment is not included. The customer is responsible for any additional zone charge that may apply as the result of equipment being moved to a different service zone. ImageTek will maintain public liability, property damage and workman's compensation insurance covering all employees performing under this contract. Any Purchase Order, modification, amendment or other instrument which is inconsistent with the terms of this agreement, will not be binding on the part of ImageTek unless in writing and signed by an agent of ImageTek. The entire text of this agreement is available upon request of our document "Guaranteed Maintenance Agreement".

Print Name	Signature	Date
DataBank IMX Representative <u>John C. Mason</u>	<u>John C. Mason</u>	<u>12-20-2022</u>
Customer Signature _____	_____	_____

Social Intents Chatbot and live Teams Integration - \$2,000

Social Intents build intelligent chatbots for websites to answer visitor questions. Their proposal is for a 1 year license and we would need additional funds map out the questions and answers and to tie it to Microsoft Teams so we could have a clerk also answering questions live via our website.

QUOTE

Valid until Apr 7, 2023

\$1,188.00

Social Intents

4880 Lower Roswell Road, Ste. 165 #113
Marietta, Georgia 30068
United States
+1 404-669-6609
info@socialintents.com

QUOTE NUMBER QT-93CD396E-0001-1
ISSUE DATE Mar 8, 2023
EXPIRATION DATE Apr 7, 2023

QUOTE FOR

Includes 1 year license of all Social Intents Pro features.

Dukes County
81 Main Street PO Box 5231
Edgartown, Massachusetts 02539
United States
pdeoliveira@dukescounty.org

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
1 Year License Social Intents Pro	1	\$1,188.00	\$1,188.00
	Subtotal		\$1,188.00
	Total		\$1,188.00

Questions? Contact Social Intents at info@socialintents.com or call at +1 404-669-6609. QT-93CD396E-0001-1 – Page 1 of 1

Zoom Pro license - \$300

Two years Zoom Pro license agreement at \$149.90 per year.

zoom one PRO

\$ **149**^{.90} /year/user

\$ **15**^{.99} /month/user

✓ Meetings

- host up to 100 participants
- Unlimited meetings for up to 30 hours per meeting
- 5 GB of cloud recording storage (per license)
- automated captions

✓ Whiteboard

- 3 editable boards with 25MB of cloud storage

✓ Team chat

- chats and channels for collaboration, file sharing, and more.

✓ **BETA** Mail and Calendar

- mail and calendar client and service beta

✓ **NEW** Essential Apps

- free premium apps for 1 year (terms apply)
 - increase team collaboration and productivity
- [learn more](#)

Ergonomic sit/stand desk solution & keyboard trays - \$3,500

Ergonomic sit/stand monitor mounts and keyboard trays from Humanscale based on input from an ergonomic assessment done April of 2023.

Prepared For: Dukes County

Humanscale Quote Number 599838 | Page

Model/SKU	Image	Description	Qty	Unit Net Price	Total Net Price
QSEBS		QuickStand Eco, Single Monitor, Black - SE	2	\$437.63	\$875.26
View Web Page				Notes Price based off WB contract	
QSEBD		QuickStand Eco, Dual Monitor, Black - SE	1	\$500.63	\$500.63
View Web Page				Notes Price based off WB contract	
6G259-G22	Product Image Coming Soon	Keyboard Systems Mechanism: - 6G Standard Black Mechanism Keyboard Platform: - Float Board - For Float Table Mouse Platform: - No Mouse Platform Palm Support: - 19" Gel with Synthetic Leather Cover Track Length: - 22" Track Length - Rec. for most Applications	3	\$273.38	\$820.14
View Web Page				Notes Price based off WB contract	

Request to Purchase

By signing the request to purchase, the signor warrants and represents that the signor has full power and authority to enter into this quote agreement ("Agreement"). The signor confirms that a purchase order will not be submitted and this Agreement will serve as the full and entire agreement between the signor and Humanscale. In addition, the signor opts out of the preferred method to submit a purchase order with their company logo and any other disclosure information.

Signature: _____ Date: _____
 Print Name: : _____ Title: _____

Subtotal	\$2,196.03
4% Freight Surcharge	\$87.84
Small Order Fee	\$0.00
Tax (if applicable)	
Shipping	\$0.00
TOTAL	\$2,283.87

NOTES

- This Agreement is governed by Humanscale's Terms and Conditions, available at <https://www.humanscale.com/about/legal-information>
- Lead time is defined at the number of business days from the date of P.O. receipt to date of product shipment. Lead times for custom products, special orders or orders of 100+ units must be negotiated with Humanscale.
- Deposit may be required upon order placement.
- Figures and data points above apply to Humanscale facilities only and do not cover Asia Pacific regions.
- A signed Agreement with Humanscale prevails over any other Terms & Conditions referenced in this quote.
- For orders placed by credit card, upon entering the order, you will receive an email containing a link to either the CardPointe HPP or Online Credit Card Authorization secure web form, on which you will be asked to enter payment details for processing.