



PLYMOUTH COUNTY REGISTRY OF DEEDS

50 OBERY STREET, PLYMOUTH, MA 02360

(508) 830-9200

FAX (508) 830-9221

www.plymouthdeeds.org

1/11/21

JOHN R. BUCKLEY, JR., Esquire
REGISTER

TIMOTHY H. WHITE, Esquire
ASSISTANT REGISTER

MARILYN L. MARVILL
CHIEF EXECUTIVE ASSISTANT

JOHN ZIGOURAS II
DIRECTOR OF OPERATIONS

December 30, 2020

The Honorable Steven T. James
Clerk of the House of Representatives
State House Room 145
Boston, MA 02133

Certified Mail, Return Receipt Requested

Re: Plymouth County Registry of Deeds Technological Fund Thirty First Request

Dear Mr. James:

This is a submission of our thirty first request for expenditure from the County Registers' Technological Fund for the Plymouth County Registry of Deeds, and a request for a referral of this plan to the Committees on Ways and Means and Post Audit and Oversight.

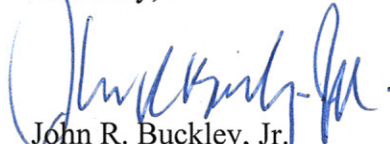
Consistent with the provisions of Section 4 of Chapter 4 of the Acts of 2003 and M.G.L. Chapter 29, §2KKK, the proposed expenditures are for purposes of technological improvements at the Plymouth County Registry of Deeds utilizing systems interoperable with other like systems used by other registries.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

The specific proposed expenditures totaling Five Hundred Thirty Eight Thousand Four Hundred Eighteen Dollars and 27/100 (\$538,418.27) are identified in the attached

copy of our thirty first request. We also have included an update, as of September 30, 2020, of the funds available within our account.

As identified in our request, all expenditures of funds will be in compliance with M.G.L. c. 30B. Thank you for your assistance with this matter.

Sincerely,



John R. Buckley, Jr.
Plymouth County Register of Deeds

Enclosures:

1. Thirty First Request to Secretary of State and Commonwealth Information Technology Division dated October 22, 2020
2. Approval from the Commonwealth's Information Technology Division and the Secretary of State's Office.
3. Account Balance in Plymouth County Technological Fund Balance

Techreq/30thhouseclk.1-2



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JOHN ZIGOURAS II
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October 22, 2020

Honorable William F. Galvin
Secretary of State
State House
24 Beacon Street
Boston, MA 02133

CERTIFIED MAIL – Return Receipt Requested

Re: Plymouth County Registry of Deeds Technological Fund Thirty First Request

Dear Secretary Galvin:

Please consider this correspondence to be the Plymouth County Registry of Deeds' letter of consultation and thirty first request for funding. This request is part of our proposed technological improvements which require expenditure of funds from that portion of the County Registers' Technological Fund that has been generated by the Plymouth County Registry of Deeds and deposited with the Treasurer of the Commonwealth. The request is consistent with our previously submitted "Registry of Deeds IT Profile."

The Plymouth County Registry of Deeds' Thirty First Request is intended to maintain and improve the Registry's ability to meet the demands for public access and improve the quality of our records.

1. Telephone Platform Replacement

The Registry's phone system is approximately ten (10) years old and is no longer going to be maintained or upgraded by the manufacturer. The costs for a new virtual system include the hardware, software, and professional services to build, load and test the new server and infrastructure. Also included is a 3 year maintenance and support agreement.

Estimated Cost: \$34,241.81
Likely Vendor: LCN Networks
Weymouth, MA

2. Telephone Switch Upgrades

The Registry's phone system is approximately ten (10) years old and is unable to keep up with the current needs of the Registry. Effective October, 2020, no further support will be provided for the existing switches. The cost includes remote and on-site professional services to install and configure the switches.

Estimated Cost: \$23,610.50
Likely Vendor: LCN Networks
Weymouth, MA

3. Telephone Upgrade

The Registry's phone system needs to be upgraded so that customer service and our satellite recorders can handle phone calls at the recording counter. Replacement of the phones with cordless units will result in better efficiency and better customer service.

Estimated Cost: \$4,797.76 - 2,700 = 2,097.76
Likely Vendor: LCN Networks
Weymouth, MA

4. Desktop Workstations

The Desktops in our Administration and Archiving Departments require Windows upgrading. We solicited quotes for Windows 10 upgrades and installation for 90 workstations

Estimated Cost: \$235,714.00
Likely Vendor: Avenu
Syracuse, NY

5. Disaster Recovery/Business Continuity

A. Uninterrupted Power Supplies

Recently several back up battery packs overheated and now are no longer functional. The Registry requires Uninterrupted Power Supplies (UPSs) to allow for continued service in the event of a power outage or interruption of service for its recording counters, VOIP telecommunication system and customer service department. The new UPSs will provide sufficient time for the backup generator to take over the power for the building and allow recording and other transactions to continue until normal power resumes. The projected cost includes the cost of the electrician for installation.

Estimated Cost: \$21,804.50
Likely Vendor: Eaton Corp.
Middleboro, MA

6. Transcription Project The Registry maintains many records from the early county era that are hand-written. We now seek to continue the transcription of the records we began last year for easier access and utilization.

Estimated Cost: \$150,000.00
Likely Vendor: Avenu
Syracuse, NY

7. Telephone Maintenance Agreement

The Registry's telephone maintenance service contract needs to be renewed for 2021.

Estimated Cost: \$11,500.00
Likely Vendor: LCN Networks
Weymouth, MA

8. Service & Maintenance Contracts

The Registry's hardware and software maintenance service contracts need to be renewed for 2021

A. Hardware maintenance services
Estimated Cost: \$15,540.00
Likely Vendor: Avenu Insights
Syracuse, N.Y.

B. 20/20 software for records document management
Estimated Cost: \$30,000.00
Likely Vendor: Avenu Insights
Syracuse, N.Y.

Total: \$45,540.00

9. Copier Maintenance Agreement

The Registry's copier maintenance service contract needs to be renewed for 2021. The annual cost is \$8,457.00.

Estimated Cost: \$8,457.00
Likely Vendor: Bay Copy
Rockland, MA

10. Web Site Maintenance Agreement

The Registry's web site maintenance service contract needs to be renewed for 2021.

Estimated Cost: \$1,758.75
Likely Vendor: CivicPlus, LLC
Boxborough, MA

11. Stacker Mailing Machine Maintenance Contract

The stacker mailing machine in Customer Service annual maintenance contract needs to be renewed for 2021.

Estimated Cost: \$1,113.20
Likely Vendor: Pitney Bowes, Inc.
E. Providence, RI

12. Envelope Printer Maintenance Contract

The envelope machine in Customer Service annual maintenance contract needs to be renewed for 2021.

Estimated Cost: \$2,580.75
Likely Vendor: Pitney Bowes, Inc.
E. Providence, RI

TOTAL THIRTY FIRST REQUEST:

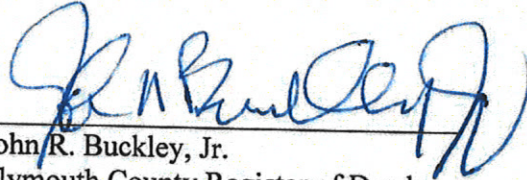
\$538,418.27

**TOTAL AVAILABLE IN PLYMOUTH
COUNTY TECHNOLOGICAL FUND
ACCOUNT AS OF 9/30/20:**

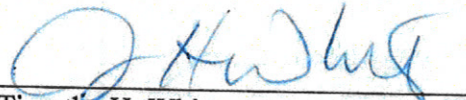
**\$1,977,148.12 (See
attached report)**

Thank you for your consideration of this request.

Sincerely,

A handwritten signature in blue ink, appearing to read "John R. Buckley, Jr.", written over a horizontal line.

John R. Buckley, Jr.
Plymouth County Register of Deeds

A handwritten signature in blue ink, appearing to read "Timothy H. White", written over a horizontal line.

Timothy H. White, Assistant Register
And Chief Procurement Officer

Cc: Frank Basler
Mary Dundis
Beth Shiebley

Enc.

JRB/THW



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DIRECTOR OF OPERATIONS

October 22, 2020

Tim Larkin
Commonwealth of Massachusetts
Information Technology Division
One Ashburton Place
Boston, MA 02108

CERTIFIED MAIL – Return Receipt Requested

Re: Plymouth County Registry of Deeds Technological Fund Thirty First Request

Dear Mr. Larkin:

Please consider this correspondence to be the Plymouth County Registry of Deeds' letter of consultation and thirty first request for funding. This request is part of our proposed technological improvements which require expenditure of funds from that portion of the County Registers' Technological Fund that has been generated by the Plymouth County Registry of Deeds and deposited with the Treasurer of the Commonwealth. The request is consistent with our previously submitted "Registry of Deeds IT Profile."

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Estimated Cost: \$21,804.50
Likely Vendor: Eaton Corp.
Middleboro, MA

6. Transcription Project The Registry maintains many records from the early county era that are hand-written. We now seek to continue the transcription of the records we began last year for easier access and utilization.

Estimated Cost: \$180,000.00
Likely Vendor: Avenu
Syracuse, NY

7. Telephone Maintenance Agreement

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Estimated Cost: \$11,500.00
Likely Vendor: LCN Networks
Weymouth, MA

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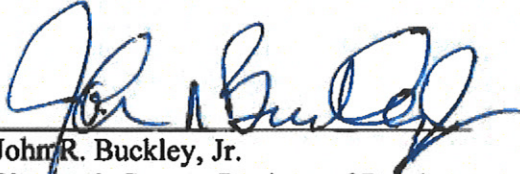
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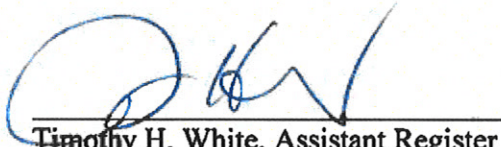
**\$1,977,148.12 (See
attached report)**

Thank you for your consideration of this request.

Sincerely,



John R. Buckley, Jr.
Plymouth County Register of Deeds



Timothy H. White, Assistant Register
And Chief Procurement Officer

Cc: Frank Basler
Mary Dundis
Beth Shiebley

Enc.

JRB/THW

**Plymouth County Registry
Technology Fund**

FY 2020 Plymouth County Registry Technology Fees

July 2019	\$	59,385.00	
August 2019	\$	59,975.00	
Sept. 2019	\$	55,700.00	9/16/2019
Oct 2019	\$	65,390.00	
Nov. 2019	\$	60,985.00	
Dec. 2019	\$	70,210.00	
Jan. 2020	\$	51,520.00	
Feb. 2020	\$	45,965.00	
March 2020	\$	54,130.00	
April 2020	\$	48,375.00	
May 2020	\$	51,505.00	
June 2020	\$	63,540.00	5/13/2020
End of FY 2020	\$	686,680.00	

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FY 2020 Plymouth County Registry Technology Fees

July 2020	\$	67,615.00	
August 2020	\$	66,020.00	
September 2020	\$	71,915.00	
October 2020			
November 2020			
December 2020			
January 2021			
February 2021			
March 2021			
April 2021			
May 2021			
June 2021			
End of FY 21	\$	205,550.00	
	\$	12,490,388.00	
	\$	10,513,239.88	\$ 1,977,148.12



EXECUTIVE OFFICE OF TECHNOLOGY SERVICES & SECURITY

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

CHARLES D. BAKER
Governor

KARYN E. POLITO
Lieutenant Governor

CURT WOOD
Secretary

SEAN HUGHES
Chief Operating Officer / Assistant Secretary for
Technology, Security and Operations

December 15, 2020

Mr. John R. Buckley, Jr.
Plymouth County Register of Deeds
50 Obery Street
Plymouth, MA 02360

Dear Mr. Buckley,

This letter is in response to your request dated October 22, 2020 to expend \$538,418.27 from the County Registers Technological Fund. This request is consistent with your strategy for technological improvements at the Plymouth 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 Hughes
Chief Operating Officer / Assistant Secretary for Technology, Security and Operations

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

B



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

Paul C. McCarthy
CFO
Director, Registry of Deeds

December 14, 2020

John R. Buckley, Jr., Esquire
Plymouth County Registry of Deeds
50 Obery Street
Plymouth, MA 02360

Re: Plymouth County Registry of Deeds Technological Fund Thirty First Request

Dear Register Buckley,

This letter is in response to the Plymouth County Technological Fund request on October 22, 2020, to expend a total of \$538,418.27 for the County Register's Technological Fund for the Plymouth County Registry of Deeds. The Secretary of the Commonwealth, in accordance with Chapter 4 of the Acts of 2003, is asked to review each Register's 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 circular stamp or mark.

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

cc: Tim Larkin, ITD