

**TENTATIVE AGENDA**  
**SCOTT COUNTY BOARD OF SUPERVISORS**  
**November 6 - 12, 2022**

**Monday, November 7, 2022**

**Special Committee of the Whole - 4:00 pm**  
**Biennial Authorized Agency with CADS - 1519 E. Locust St. Davenport - CADS**

- \_\_\_ 1. Biennial authorized agency discussion with CADS.
- \_\_\_ 2. Other items of interest.

**Tuesday, November 8, 2022**

**Committee of the Whole - 8:00 am**  
**TEMPORARY Board Room, Courthouse - 2nd Floor - Conference Room 258 AND WEBEX**

PUBLIC NOTICE is hereby given that the Thursday Scott County Committee of the Whole Meeting will be held in person at the Courthouse in Room 258 AND virtually by Webex.

\*\*To join by phone/computer/app use the information below. Contact 563-326-8702 with any questions.

TO JOIN BY PHONE 1-408-418-9388  
ACCESS CODE: 2499 654 8473 PASS CODE: 1234

OR you may join via Webex. Go to [www.webex.com](http://www.webex.com) and JOIN meeting using the same Access Code and Pass Code above.

See the Webex Instructions in packet for a direct link to the meeting.

- \_\_\_ 1. Roll Call: Kinzer, Knobbe, Maxwell, Beck, Croken
- \_\_\_ 2. Public Comment as an Attendee.
  - By Phone:
    - \*3 to raise/lower hand, \*6 to unmute (host must unmute you first)
  - By Computer:
    - Bottom right of screen, you will find Participants and Chat, in this area you will find the hand icon, use the hand icon to raise and lower your hand.

**Proclamation**

- \_\_\_ 3. Proclamation to recognize the month of November as Veterans and Military Families month.

## **Facilities & Economic Development**

- \_\_\_ 4. Second of three readings to amend Scott County Code of Ordinances, Chapter 10 - Parking Ordinances, to designate areas of No Parking on Manor Drive in Park View. (Item 04) Consent Agenda Consideration
- \_\_\_ 5. Purchase of 2020 Dodge Grand Caravan for the Sheriff's Department. (Item 05) Consent Agenda Consideration
- \_\_\_ 6. Transfer of tax deed property to City of Davenport, Palmer College and various non-profits in accordance with the county policy. (Item 06)
- \_\_\_ 7. Awarding of the YJRC Commissioning contract of HVAC and smoke control systems. (Item 07) Consent Agenda Consideration

## **Human Resources**

- \_\_\_ 8. Staff appointments. (Item 08) Consent Agenda Consideration

## **Health & Community Services**

- \_\_\_ 9. Tax suspension request for property taxes currently owed for John and Pamela Jones. (Item 09) Consent Agenda Consideration

## **Finance & Intergovernmental**

- \_\_\_ 10. Hewlett-Packard (HP) server and storage maintenance and support. (Item 10) Consent Agenda Consideration
- \_\_\_ 11. ECM Maintenance and Support Request. (Item 11) Consent Agenda Consideration
- \_\_\_ 12. Technology Assessment Professional Services. (Item 12) Consent Agenda Consideration

## **Other Items of Interest**

- \_\_\_ 13. Adjourned. Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

## **Thursday, November 10, 2022**

### **Regular Board Meeting - 5:00 pm Board Room, 1st Floor, Administrative Center**

The public may join this meeting in person OR by phone/computer/app by using the information below. Contact 563-326-8702 with any questions.

TO JOIN BY PHONE 1-408-418-9388

ACCESS CODE: 2481884 0519 PASS CODE: 1234

OR you may join via Webex. Go to [www.webex.com](http://www.webex.com) and JOIN meeting using the same Access Code and Pass Code above.

See the Webex Instructions in packet for a direct link to the meeting.

**Instructions for *Unmuting Phone Line* during Board Meeting teleconference**

To gain the moderator’s attention, **press \*3 from your phone OR the raise hand icon** on computer or mobile device (for location of raise hand icon, see below). Phone lines will be placed on mute during the meeting. Participants may unmute their line using the mute icon or \*6 on their phone after being recognized by the Chair.

**Meeting # 2499 654 8473**

**Password #1234**

**Connect via Computer or application:**

Host: [www.webex.com](http://www.webex.com) Meeting number: **above** Password: **1234**

Or use direct link to meeting:

<https://scottcountyiowa.webex.com/scottcountyiowa/onstage/g.php?MTID=e6231d1d2102b4a53fa86480be8797b1e>

**Connect via telephone: 1-408-418-9388** Meeting number: **above** Password: **1234**


**Telephone / Cell Phones Connections:**

Telephones lines will be placed on mute during the meeting. Participants may “raise their hand” by using \*3 to gain attention of the host.



When called upon for comments by the Board,


1. The host will then unmute the participant’s line at the appropriate time.
2. A user must have his or her own device unmuted.
3. The user may then unmute his or her conference line by keying \* 6
4. After conversation, please lower your hand. (\*3 again)


**Computer / Application Connections:**

If connected via web application or computer, the user should look for the **Raise Hand**  raise hand symbol and click to appear raised so the host may acknowledge you.

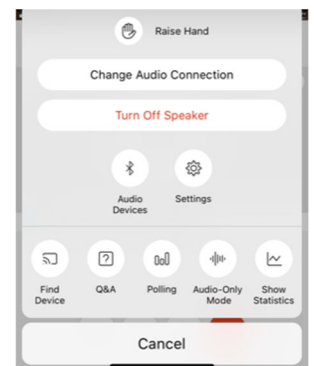
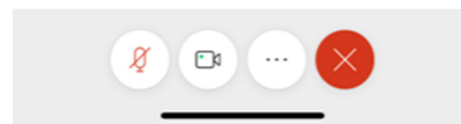
1. The host will then unmute the participant’s line at the appropriate time.
2. A user must have his or her own device unmuted.
3. The user may then unmute his or her conference line by clicking the microphone symbol.
4. After conversation, please lower your hand. (\*3 again)

You can mute yourself so that everyone can concentrate on what's being discussed. While you're on a call or in a meeting, select  at the bottom of the meeting window. You'll know it's working when the button turns red .

If you want to unmute yourself, select . Others can hear you when the button turns gray.

When you're muted and move away from the call controls, the mute button moves to the center of your screen and fades in color  to indicate that you're still muted.

To find the **raise hand icon**, you may need to click on ...



THE COUNTY AUDITOR'S SIGNATURE CERTIFIES THAT THIS RESOLUTION HAS BEEN FORMALLY APPROVED BY THE BOARD OF SUPERVISORS ON _____ DATE _____  _____ SCOTT COUNTY AUDITOR
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**RESOLUTION**  
**SCOTT COUNTY BOARD OF SUPERVISORS**  
**Recognizing November as Veteran and Military Families Month**  
**November 10, 2022**

**WHEREAS**, November is a time, by tradition, for family celebrations; it is also a month in which we set aside time to honor our veterans and military families by recognizing their sacrifices and celebrating their successes; and,

**WHEREAS**, as we recognize November as Veterans and Military Families Month, we thank military families for the tremendous contributions they make in support of our service members, their mission, our state, and the nation; and,

**WHEREAS**, Iowa is home to more than 185,671 veterans, and,

**WHEREAS**, the contributions and sacrifices of the members who served in the Armed Forces have been vital in maintaining our freedoms and way of life; our veterans are brave and selfless individuals who, when duty called, willingly put themselves in harm's way to defend the lives and liberty of others; and,

**WHEREAS**, as we approach the winter holiday season when families across Scott County come together, we pay special tribute to our deployed forces and their families; and,

**WHEREAS**, the dedication and strength of military families during a sustained high operational tempo, increased deployment, and long separations is an inspiration to us all; the Scott County Board of Supervisors understands that families also serve, and is honored to pay tribute to them; and,

**WHEREAS**, we recognize and honor Scott County's veterans and all military families who support our armed forces as they protect our state and country from harm;

**NOW, THEREFORE, BE IT RESOLVED** by the Scott County Board of Supervisors as follows:

Section 1. That we hereby proclaim the month of November 2022 as Veteran and Military Families Month in Scott County and encourage Scott County Citizens to observe and appreciate the sacrifices and contributions of veterans who fought for peace and defended democracy in our land and abroad.

Section 2. This resolution shall take effect immediately.

SCOTT COUNTY ORDINANCE NO 22-\_\_\_\_\_

AN ORDINANCE TO AMEND CHAPTER 10, SEC. 10-9 OF THE SCOTT COUNTY CODE RELATIVE TO PLACEMENT OF NO PARKING SIGNS ON SCOTT COUNTY SECONDARY ROADS.

BE IT ENACTED BY THE BOARD OF SUPERVISORS OF SCOTT COUNTY, IOWA:

SECTION 1.

Under Sec. 10-9-24 - to read: On the west side of Manor Drive from 270<sup>th</sup> Street (County Park Road) south 50 feet.

SECTION 2.

The County Auditor is directed to keep and maintain a copy of the Ordinance in the County Auditor's office.

SECTION 3. SEVERABILITY CLAUSE

If any of the provisions of the Ordinance are for any reason illegal or void, then the lawful provisions of this Ordinance shall be and remain in full force and effect, the same as if the Ordinance contained no illegal or void provisions.

SECTION 4. REPEALER

All Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 5. EFFECTIVE DATE

This Ordinance shall be in full force and effect after its final passage and publication as by law provided.

APPROVED this 22<sup>nd</sup> day of November, 2022.

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W. Ken Beck, Chairperson  
Scott County Board of Supervisors

ATTESTED BY:

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Kerri Tompkins  
Scott County Auditor

**SCOTT COUNTY ENGINEER'S OFFICE**

950 E. Blackhawk Trail  
Eldridge, Iowa 52748

(563) 326-8640  
FAX – (563) 328-4173  
E-MAIL - engineer@scottcountyiowa.gov  
WEB SITE - www.scottcountyiowa.gov



ANGELA K. KERSTEN, P.E.  
County Engineer

ELLIOTT R. PENNOCK, E.I.T.  
Assistant County Engineer

TARA YOUNGERS  
Senior Administrative Assistant

MEMO

TO: Mahesh Sharma  
County Administrator

FROM: Angie Kersten, P.E.  
County Engineer

SUBJ: Approval to Purchase One Used Vehicle for the Sheriff's Department

DATE: November 1, 2022

Fleet Services was notified by Risk Management that one of the Sheriff's Department vehicles had been involved in an accident and deemed a total loss. Risk Management requested Fleet Services to work with the Sheriff's Department to identify a suitable replacement vehicle. After consultation with the Sheriff's Department, it was determined that a used minivan or sport utility vehicle would be an acceptable replacement. Both the Sheriff's Department and Fleet Services performed a search of the used vehicle market within a 200 mile radius. In searching for candidates, we utilized the criteria of less than three years old, mileage of less than 50,000, and no accident damage.

After a few weeks of searching, the following vehicle was identified and determined to be the most economical purchase that met the Sheriff's Department needs:

Dealership	Location	Vehicle Quote	Extended Warranty Cost	Price per vehicle	Trade In\Discounts	Total Purchase with option
Davenport Used Car Superstore	Davenport, IA	2020 Dodge Grand Caravan	\$ 2,698.00	\$ 23,965.55	N/A	\$ 26,663.55

The Sheriff's Department notified Fleet Services that this vehicle is an acceptable replacement. The interim Fleet Manager placed a \$500 down payment to hold the vehicle pending approval of the purchase. This will be a Risk Management purchase. I recommend approving purchase of the 2020 Dodge Grand Caravan from Davenport Used Car Superstore for a total cost of \$26,663.55.

cc: Rhonda Oostenryk

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
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\_\_\_\_\_  
DATE  
\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

NOVEMBER 10, 2022

A RESOLUTION APPROVING THE PURCHASE OF ONE 2020 DODGE GRAND  
CARAVAN FOR THE SHERIFF'S DEPARTMENT

**BE IT RESOLVED BY** the Scott County Board of Supervisors as follows:

- Section 1. That the quote for one 2020 Dodge Grand Caravan for the Sheriff's Department is approved and hereby awarded to Davenport Used Car Superstore, Davenport, IA, for a total cost of \$26,663.55.
- Section 2. This resolution shall take effect immediately.



**Planning & Development  
Scott County, Iowa**

Email: [planning@scottcountyiowa.gov](mailto:planning@scottcountyiowa.gov)  
Office: (563) 326-8643  
Fax: (563) 326-8257

Item 06  
11/08/22  
**Chris Mathias, Director**

Administrative Center  
600 West Fourth Street  
Davenport, Iowa 52801-1106

November 1, 2022

**To: Mahesh Sharma, County Administrator**  
**From: Alan Sabat, Planning and Development Specialist**  
**Re: Resolution to Transfer Tax Deed Properties**

A public hearing on the transfer of certain tax deed properties took place at the regular Board meeting on October 27, 2022 to take public comments on the proposed transfer of:

- Parcel G0046-42 to the **City of Davenport**
- Parcel F0033-25 to **Palmer College**
- Parcel F0034-07 to **Sacred Heart Cathedral Foundation** (EIN: 45-1584666)
- Parcel F0033-29 to **100 Black Men** (EIN: 31-1717138)
- Parcels E0003-13, E0017-09, E0017-10, F0028-20, F0029-18, F0036-03, F0036-05, F0044-17, H0056-27, H0061-31, and Y0639-OLC to **The Center** (EIN: 88-3398461)

A resolution allowing the Chairman to sign Quit Claim Deeds on the properties will now be considered at the November 10, 2022 meeting. The Quit Claim Deeds will be forwarded to the Chairman for signature once they have been prepared by the County Attorney's Office.

To allow time for the deeds to be signed and recorded, and for staff in the Treasurer's Office to prepare Tax Charge Sheets to calculate the back taxes and special assessments to be abated, the resolution for abatement should reach the Board on its November 22, 2022 agenda.



THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
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\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N  
SCOTT COUNTY BOARD OF SUPERVISORS  
November 10, 2022

APPROVING THE TRANSFER OF TAX DEED PROPERTY TO CITY OF DAVENPORT,  
PALMER COLLEGE, SACRED HEART CATHEDRAL FOUNDATION, 100 BLACK MEN, AND  
THE CENTER. IN ACCORDANCE WITH COUNTY POLICY

**BE IT RESOLVED** by the Scott County Board of Supervisors as follows:

- Section 1. County policy states that a city, school system, or community-based non-profit may request transfer of a tax deed property if such transfer will benefit a community program or public good.
  
- Section 2. Parcel G0046-42 to the City of Davenport
  
- Section 3. Parcel F0033-25 to Palmer College
  
- Section 4. Parcel F0034-07 to Sacred Heart Cathedral Foundation
  
- Section 5. Parcel F0033-29 to 100 Black Men
  
- Section 6. Parcels E0003-13, E0017-09, E0017-10, F0028-20, F0029-18, F0036-03, F0036-05, F0044-17, H0056-27, H0061-31, and Y0639-OLC to The Center

Section 3. The Chairman is authorized to sign the Quit Claim Deeds.

Section 4. This resolution shall take effect immediately.

# Facility & Support Services

600 West Fourth Street  
Davenport, Iowa 52801  
(563) 326-8738 (Voice)      (563) 328-3245 Fax

Item 07  
11/08/22



~ Our Promise: Professional People, Solving Problems, High Performance

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November 1, 2022

TO: Mahesh Sharma  
County Administrator

FROM: Tammy Speidel, FMP  
Director, Facility & Support Services

RE: Commissioning Services HVAC and Smoke Control System  
YJRC Construction Project

Mahesh

Facility and Support Services solicited proposals for commissioning services for both the HVAC equipment and the Smoke Control System for the Youth Justice and Rehabilitation Center Construction Project. This service is critical in a project of this size and scope.

The Commissioning Agent will review the system design with the architect and engineer to ensure a full understanding of the design intent, provide special inspections to ensure that all HVAC, smoke control systems and other systems identified are complete and functioning properly upon occupancy per the design intent and current and applicable State statutes and standards, and ensure that the construction team has fully completed requirements of the contract documents and the systems operate to meet the intent of design.

We received the following bids

VENDOR	LOCATION	BID
db / HMS	Davenport, IA	\$90,000.00
FSC, Inc.	Overland Park, KS	\$250,000.00
N/V/5	Cedar Rapids, IA	\$139,000.00

Our project team reviewed bids and contacted project references. We recommend that the Board award the project to db/HMS in the amount of \$90,000.00. This cost is budgeted for in the YJRC project budget.

I will be at the next Committee of the Whole to answer questions you or the board may have.

CC: Jeremy Kaiser, YJRC Director  
David Farmer, Director of Budget and Administrative Services  
FSS Management Team

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\_\_\_\_\_  
DATE  
\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

November 10, 2022

A RESOLUTION APPROVING THE PROPOSAL AND AWARDING THE CONTRACT FOR COMMISSIONING OF HVAC AND SMOKE CONTROL SYSTEMS FOR THE YOUTH JUSTICE AND REHABILITATION CENTER (YJRC) CONSTRUCTION PROJECT TO DB/HMS IN THE AMOUNT OF \$90,000.00.

**BE IT RESOLVED BY** the Scott County Board of Supervisors as follows:

- Section 1. That the proposal for HVAC and Smoke Control System Commissioning for the YJRC construction project is accepted and the contract is awarded to db/HMS in the amount of \$90,000.00.
- Section 2. That the Director of Facility & Support Services is hereby authorized to execute contract documents on behalf of the Scott County Board of Supervisors.
- Section 3. This resolution shall take effect immediately.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
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\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

## R E S O L U T I O N

### SCOTT COUNTY BOARD OF SUPERVISORS

November 10, 2022

### APPROVAL OF STAFF APPOINTMENTS

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. The hiring of Brittany Sandlin for the position of Office Assistant with the Health Department at entry level rate.

Section 2. The hiring of Yolanda Alvarado for the position of Multi-Service Clerk with the Recorder's Office at entry level rate.

Section 3. The hiring of Harrison Jestel for the position of Deputy with the Sheriff's Office at entry level rate.

Section 4. The hiring of Murphy Blocker for the position of Correction Officer with the Sheriff's Office at entry level rate.

Section 5. The hiring of Sydney Caffery for the position of Correction Officer with the Sheriff's Office at entry level rate.

Section 6. The hiring of Bryce Volk for the position of Assistant County Attorney with the Attorney's Office at entry level rate.

Section 7. The hiring of Krishna Marme for the position of Community Tobacco Consultant with the Health Department at entry level rate.

**Community Services Department**  
600 W. 4<sup>th</sup> St.  
Davenport, Iowa 52801



**(563) 326-8723      Fax (563) 326-8730**

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October 31, 2022

To:      Mahesh Sharma, County Administrator  
From:    Lori A. Elam, Community Services Director  
Re:      Approval of Tax Suspension Request

The County has received a tax suspension request to have property taxes currently owed suspended as follows:

**REQUESTED TAX SUSPENSION:**

John & Pamela Jones  
124 South 9<sup>th</sup> Street  
LeClaire, IA 52753

Suspend: 2021 property taxes due in September 2022 and March 2023 in the amount of \$2,621.00 including interest.

The application meets the Board Suspension Policy requirements. It is recommended that the Board suspend these taxes at their next Board meeting.



THE COUNTY AUDITOR'S SIGNATURE CERTIFIES THAT THIS  
RESOLUTION HAS BEEN FORMALLY APPROVED BY THE BOARD  
OF SUPERVISORS ON \_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

## RESOLUTION

### SCOTT COUNTY BOARD OF SUPERVISORS

**November 10, 2022**

SUSPENDING THE 2021 PROPERTY TAXES DUE SEPTEMBER 2022 AND MARCH 2023 FOR JOHN AND PAMELA JONES, 124 SOUTH 9<sup>TH</sup> STREET, LECLAIRE, IOWA, IN THE AMOUNT OF \$2,621.00 INCLUDING INTEREST.

**BE IT RESOLVED** by the Scott County Board of Supervisors as follows:

- Section 1. The 2021 property taxes due is September 2022 and March 2023 for John and Pamela Jones, 124 South 9<sup>th</sup> Street, LeClaire, Iowa in the amount of \$2,621.00 including interest are hereby suspended.
- Section 2. The County Treasurer is hereby directed to suspend the collection of the above stated taxes and utility fees thereby establishing a lien on said property as required by law with future collection to include statutory interest, if any.
- Section 3. This resolution shall take effect immediately.



**INFORMATION TECHNOLOGY**  
400 West Fourth Street  
Davenport, Iowa 52801-1104

Ph: (563) 328-4100 Fax: (563) 326-8669  
www.scottcountyiowa.com

November 1, 2022

To: Mahesh Sharma, County Administrator  
From: Matt Hirst, Information Technology Director  
Subject: Server and Storage Maintenance and Support

Hewlett-Packard (HP) server and storage maintenance and support is due for renewal. The servers and storage equipment maintained by this contract run all servers for Scott County and SECC.

The bid summary from HP is as follows:

<u>HP Server and Storage Maintenance</u>	<u>Total</u>
- Storage and Storage Support	\$ 81,177.48
<b>Total</b>	<b>\$ 81,177.48</b>

It is recommended that the Board approve the bid from HP in the amount of \$81,177.48 for one year of maintenance and support.

The HP proposal provides Information Technology the ability to obtain the latest updates and patches to the firmware and software as well support 24x7. The contract also provides replacement of failed hardware. The result is a more functional and dependable computing environment.

Budget dollars are available in the Information Technology Department and SECC operational budgets to fund the cost of this contract. SECC will fund twenty-five (25) percent, \$20,294.37, of this yearly operational maintenance cost as originally detailed to and approved by the Board in October, 2015 .

Notes:

- HP server and storage maintenance and support costs were \$80,826.96 for FY'22.

Cc: Dave Donovan, SECC Director  
Sam Samara, IT Network Infrastructure Manager

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
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\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

## R E S O L U T I O N

### SCOTT COUNTY BOARD OF SUPERVISORS

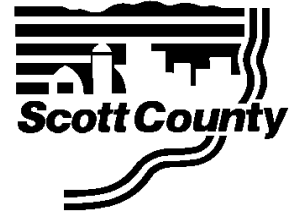
November 10, 2022

#### PURCHASE OF HEWLETT-PACKARD SERVER AND STORAGE MAINTENANCE AND SUPPORT FOR ONE YEAR FOR \$81,177.48.

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. A joint purchase with SECC of Hewlett-Packard server and storage maintenance and support for one year with a total cost of \$81,177.48 and Scott County cost of \$60,883.11 is hereby approved.

Section 2. This resolution shall take effect immediately.



**INFORMATION TECHNOLOGY**  
400 West Fourth Street  
Davenport, Iowa 52801-1104  
Ph: (563) 328-4100  
www.scottcountyiowa.com

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November 1, 2022

To: Mahesh Sharma, County Administrator  
From: Matt Hirst, Information Technology Director  
Subject: ECM Software Maintenance and Support

Enterprise Content Management, ECM, software license maintenance and support is due for renewal. Hyland OnBase is the software implemented by Information Technology for records management at Scott County.

The quote summary is as follows:

<u>Vendor</u>	<u>Total</u>
<b>DataBank</b>	<b>\$37,685.23</b>

It is recommended that the Board approve the quote from DataBank in the amount of \$37,685.23.

Notes:

- The term of this agreement is for one year through 12/31/23.
- OnBase software maintenance was \$36,203.27 in FY'22.
- Pricing is provided at government contract rates.
- Multi-year rates are not available.

The DataBank proposal provides Information Technology the ability to obtain the latest updates and patches to the OnBase software as well necessary support. The result is a more functional and dependable records management solution.

This contract was awarded to DataBank in 2016 as part of the implementation contract resulting from 2015 Scott County RFP 19177. Budget dollars are available in the Information Technology Department operational budget to fund this contract.

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## R E S O L U T I O N

### SCOTT COUNTY BOARD OF SUPERVISORS

November 10, 2022

PURCHASE OF HYLAND ONBASE ECM SOFTWARE MAINTENANCE AND SUPPORT  
FROM DATABANK FOR \$37,685.23 FOR ONE (1) YEAR.

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. The purchase of Hyland OnBase Enterprise Content Management  
software maintenance and support from DataBank in the amount of  
\$37,685.23 is hereby approved.

Section 2. This resolution shall take effect immediately.

**INFORMATION TECHNOLOGY**

400 West Fourth Street  
Davenport, Iowa 52801-1104

Ph: (563) 328-4100 Fax: (563) 326-8669  
www.scottcountyiowa.com



Item 12  
11/08/22

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November 1, 2022

To: Mahesh Sharma, County Administrator

From: Matt Hirst, Information Technology Director  
Technology Assessment Selection Team

Subject: Technology Assessment and Strategic Plan

Scott County Information Technology issued an RFP seeking professional services to assist in conducting a technology assessment and the development of a five-year technology strategic plan earlier this year.

A selection team including Matt Hirst, IT Director; Stephanie Macuga, Senior Programmer/Analyst; Sam Samara, Network Manager; David Farmer, Budget Director; Amy Thoreson, Health Director; Dave Donovan, SECC Director; and Nathan Unsworth, Assistant Conservation Director reviewed nineteen (19) responses and interviewed the top four.

The Scott County Technology Assessment Selection Team recommends the selection of Crowe LLP to provide professional services to perform and develop a Technology Assessment and Strategic Plan. Crowe would initiate project work early next year and deliver a report for Board consideration prior to FY'24 budget planning.

Responses from the nineteen firms ranged in cost from \$43k to \$511k. The top six responses to the RFP are as follows:

		<u>Approximate Cost</u>	<u>Interviewed</u>	<u>Rank</u>
1)	Avero	\$98,648	Yes	2
2)	BerryDunn	\$94,175	Yes	3
3)	Crowe	\$99,520	Yes	1
4)	Plante & Moran	\$159,600	No	
5)	Sciens	\$88,990	Yes	4
6)	True North	\$83,280	No	

Selection criteria the team used to evaluate the RFP responses included project deliverables, project team, schedule delivery, and responsiveness. References were checked for Crowe and found to be favorable. Crowe, BerryDunn, Avero, and Sciens were selected based upon these criteria for interviews.

The Board identified “IT Master/Strategic Plan Staying Ahead of Technology Growth” as a top organization-wide strategic initiatives in the 2019 Scott County Strategic Plan. The goals of this Technology Assessment and Strategic Plan include a comprehensive assessment of Scott County’s technology use, including a review and recommendations on the following areas:

- A) Organization Structure
- B) Technology Disaster Recovery / Business Continuity
- C) Application Development / Acquisition
- D) LAN/WAN Network
- E) Internet Access / Development
- F) Business Process / Application Evaluation
- G) Cybersecurity policies and processes
- H) Information Technology Service Management (ITSM)

Technology Assessment and Strategic Plan services from Crowe are estimated at \$99,520. It is recommended that the Board authorize the IT Director to sign an agreement with Crowe with one-time costs not to exceed \$99,520.

Budget dollars are allocated in the FY’23 CIP budget to pay for this project.

Cc: Technology Assessment Selection Team

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\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N  
SCOTT COUNTY BOARD OF SUPERVISORS

November 10, 2022

RESOLUTION APPROVING PURCHASE AGREEMENT OF TECHNOLOGY ASSESSMENT  
AND STRATEGIC PLANNING SERVICES FROM CROWE FOR \$99,520

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. The authority of the IT Director to sign an agreement for professional services from Crowe for a technology assessment and strategic planning services in an amount not to exceed \$99,520 are hereby approved.

Section 2. This resolution shall take effect immediately.