



MEMORANDUM CITY STANDARD APPROVAL

TO: Hugh Dunkley, Chief Financial Director
FROM: Katerri Johnson, City Clerk *Kag*
SUBJECT: City Standard Approval Request for Title and Lien Search Services
DATE: May 1, 2024

Background: The City Clerk Department would like to maintain consistency and standardization with the “secure web-based” platform in the delivery of title and lien search services. Orange Data's MuniConnect is a technology platform for municipalities that aggregates municipal information related to codes, permits, special assessments, and utilities. The platform streamlines the process of producing title and lien searches and seamlessly integrates with departments, eliminating the need for municipalities to interact with title and lien search companies. The services of Orange Lien Data were awarded in March of 2019, via Invitation to Bid (No. 2019-016), and the City of Delray Beach has no immediate intentions to solicit for a replacement solution.

Justification: (1-2 paragraphs) PropLogix LLC, dba Orange Data Systems, LLC, have a specialized knowledge and expertise in the services requested. The web-based system provides current account balances, special payoff and closing instructions to the clients, tracking data for City employees, and statistic reporting based on invoicing and revenue generated for the City. The software provided by Orange Data properly captures the specific property and lien data required by the residents within the state of Florida. Information Technology worked with them to set up the initial integration with the mainframe and the City would not want to redo the integration.

Market Research: (1-2 paragraphs) When ITB 2019-016 - Lien Search Services was solicited on Periscope S2G, PropLogix LLC, dba Orange Data Systems, LLC was the single, responsive, responsible firm for this advertisement. No other firms submitted a response or provided any reason for declination in our sourcing platform. Orange Data System processed an estimated 250 lien searches per month for the City which directly impacts title companies, escrow companies, closing agents and citizens of Delray Beach. The approval of the City Standard will result in streamlined services, cost savings of avoiding the City’s data migration to a new platform and maintaining a strong partnership with our existing vendor.

Quote or Proposal is attached: Yes No

Comments: _____

Approved. This City Standard approval is valid for 60 months from date of approval. Attach this City Standard Approval to all Acquisition Approval Memos and/or requisitions for this item.

Need Additional Information Not Approved

Comments: _____

Hugh Dunkley
Chief Financial Officer

05/29/24
Date

Jay Stacy
Information Technology (IT) Director

05/29/2024
Date









CS2024-016 Title and Lien Search Services

Final Audit Report

2024-05-29

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| Created: | 2024-05-29 |
| By: | Joel Burzynski (burzynskij@mydelraybeach.com) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAATAuWu3xMIZZKPkUZtBIO22VMBaOr52_ |

"CS2024-016 Title and Lien Search Services" History

-  Document created by Joel Burzynski (burzynskij@mydelraybeach.com)
2024-05-29 - 9:07:10 PM GMT
-  Document emailed to Jay Stacy (Stacy@mydelraybeach.com) for signature
2024-05-29 - 9:07:13 PM GMT
-  Email viewed by Jay Stacy (Stacy@mydelraybeach.com)
2024-05-29 - 9:08:55 PM GMT
-  Document e-signed by Jay Stacy (Stacy@mydelraybeach.com)
Signature Date: 2024-05-29 - 9:11:57 PM GMT - Time Source: server
-  Document emailed to Hugh Dunkley (DunkleyH@mydelraybeach.com) for signature
2024-05-29 - 9:11:58 PM GMT
-  Email viewed by Hugh Dunkley (DunkleyH@mydelraybeach.com)
2024-05-29 - 9:15:37 PM GMT
-  Document e-signed by Hugh Dunkley (DunkleyH@mydelraybeach.com)
Signature Date: 2024-05-29 - 9:16:05 PM GMT - Time Source: server
-  Agreement completed.
2024-05-29 - 9:16:05 PM GMT