

## Contract Summary Form

OC Expediter Requisition# 1702437  
Vertiq Software, LLC

### SUMMARY OF SIGNIFICANT CHANGES

N/A

### SUBCONTRACTORS

This contract does not currently include subcontractors or pass through to other providers.

### CONTRACT OPERATING EXPENSES

See attached excerpt from the retroactive sole source contract, which details the contract effective from from June 1,2025, through May 31, 2028, in the not to exceed amount of \$47,755, renewable for two additional years.

**2. Term of Contract:**

The initial term of this Contract shall become effective on June 1, 2025 and shall continue for three (3) calendar years, unless otherwise terminated as provided herein.

**3. Renewal:**

This Contract may be renewed by mutual written agreement of both Parties for two (2) years. The County does not have to give reason if it elects not to renew. Renewal periods may be subject to approval by the County of Orange Board of Supervisors.

## ATTACHMENT A - SCOPE OF WORK

### 1. Contractor Requirements

- A. Contractor shall provide County assistance and technical support for up to twelve (12) hours per year.
- B. Each support incident shall count for a minimum of fifteen (15) minutes.
- C. Contractor shall be available to provide assistance and support Monday through Friday between the hours of 9:00 a.m. through 5:00 p.m. (Pacific Time) excluding weekends and holidays.
- D. Contractor shall provide remote assistance provided that the appropriate communications software is accessible (WebEx or similar application). Remote access diagnostics shall include the following.
  - Diagnostic or corrective actions necessary to restore proper operation of product.
  - Diagnostic analysis to assist in determining the cause of the reported problem(s)
  - Correction of data file problems
  - Downloading of error corrections or enhancements.
- E. Contractor shall provide County with a toll-free number for technical support. Contractor shall have trained support analyst(s) available in the event County needs to ask questions or seek advice relating to the use of the supported Coroner and Medical Examiner (CME) Software.

### 2. Performance Requirements

Upgrade Requirements:

1. Contractor shall, upon availability, provide County with software upgrades including but not limited to:
  - Software Updates
  - Error Corrections
  - Software Enhancements\*
  - New Releases\*

\* Major enhancements and/or version upgrades that are not covered under upgrade requirements shall require a written quote and amendment to the Contract.

2. The annual fees County pays for under this Contract shall include access to product upgrades for as long as County continues to pay for the annual maintenance and support. Note: upgrades are cumulative, each one building subsequently upon the previous, and can be downloaded electronically.
3. At time of upgrade, County shall have the option to participate in the upgrade process. Responsibilities include but are not limited to being diligent in providing time, resources, hardware (if

necessary) and data such as a definitive list of correction items gathered from User Acceptance Testing during the process.

**3. Operating Hours**

Delivery Instructions and Location:

- a. Contractor shall deliver to County software upgrades via electronic delivery. Delivery shall be performed Monday through Friday between the hours of 8:00 a.m. through 5:00 p.m. (Pacific Time) excluding weekends and holidays.

County holidays are as follows:

New Year's Day	Martin Luther King's Birthday	Lincoln's Birthday
President's Day	Memorial Day	July 4 <sup>th</sup> -Independence Day
Labor Day	Native American Day	Veteran's Day
Thanksgiving & Friday	Christmas Day	

- b. Contractor shall coordinate delivery of software upgrades with County's project manager.

Delivery Location:

County of Orange  
 Sheriff-Coroner Department Technology Division  
 320 N. Flower Street  
 Santa Ana, CA. 92703  
 Attn: Scott Hayes  
 714-667-4052  
 Email: software@ocsheriff.gov

**2. Fees and Charges:**

County will pay the fees and charges in accordance with the provisions of this Contract. Payment shall be as follows:

Line Item	Annual Maintenance & Support Period	Pricing
1	June 1, 2025, through and including May 31, 2026	\$15,450
2	June 1, 2026, through and including May 31, 2027	\$15,914
3	June 1, 2027, through and including May 31, 2028	\$16,391

**Contract total shall not exceed: \$47,755.00.**