

**AGENDA PLACEMENT FORM**

(Submission Deadline – Monday, 5:00 PM before Regular Court Meetings)

**Date:** 4/16/2025**Meeting Date:** 4/28/2025**Submitted By:** Lance Anderson**Department:** Purchasing Department**Signature of Elected Official/Department Head:**Lance Anderson**Court Decision:**

This section to be completed by County Judge's Office



4-28-25

**Description:**

Consider and Approve with Authorization for County Judge to Sign RT  
Lawrence Corporation Quote in the Amount of \$185,230.00 with a Transfer from  
General Fund Non-Departmental in the amount of \$72,500.00 for RTLFIRST  
Software for the Tax Office with the Purchase made under Sole Source Order  
#2025-31

(May attach additional sheets if necessary)

**Person to Present:** \_\_\_\_\_

(Presenter must be present for the item unless the item is on the Consent Agenda)

**Supporting Documentation:** (check one) ☐ PUBLIC ☐ CONFIDENTIAL

(PUBLIC documentation may be made available to the public prior to the Meeting)

**Estimated Length of Presentation:** \_\_\_\_\_ minutes**Session Requested:** (check one)☐ Action Item ☐ Consent ☐ Workshop ☐ Executive ☐ Other \_\_\_\_\_**Check All Departments That Have Been Notified:**☐ County Attorney ☐ IT ☐ Purchasing ☐ Auditor☐ Personnel ☐ Public Works ☐ Facilities Management

Other Department/Official (list) \_\_\_\_\_

**Please List All External Persons Who Need a Copy of Signed Documents**  
**In Your Submission Email**

Approved in CC on 9/11/2023

RTLFiRST Remittance Processing Solution Proposal  
FalconV+ RED Scanner



**Client Name:** Johnson County Tax Office  
**Address:** 2 N Mill St, Cleburne, TX 76033  
**Attention:** Scott Porter/ Tax Assessor-Collector  
**Date:** April 14, 2025  
**RTL Account Executive:** John Phillips

**Pricing**

Part Number	Description	Qty	List Price	1st Year Support
<b>Hardware</b>				
OPX-FCN	OPEX Falcon V+ Scanner (with 5 bins)	1	\$63,100.00	\$9,490.00
OPX-PC	FalconV+ Computer (Windows 11 Pro 64 Bit w Bitlocker)	1	Included	N/A
OPX-MICR	MICR + (Plus): Includes MICR Reader and Image Edge	1	\$6,015.00	\$975.00
OPX-ATIP	One (1) Audit Trail Inkjet Printer - Rear	1	\$815.00	N/A
OPX-M72	OPEX Model 72 Extractor	1	\$39,500.00	\$3,415.00
INS-DYO	Installation - 1 day Onsite (OPEX Certified Technician)	1	Included	
	Approximate Freight Charges	1	\$3,300.00	N/A
	<b>Sub-Total</b>		<b>\$112,730.00</b>	<b>\$13,880.00</b>
<b>Additional OPEX Features and Services</b>				
OPX-PDF8	Certain Scan PDF-8	1	\$6,800.00	\$1,390.00
OPX-TRANS	Certain Scan Transform (SW Only)	1	\$1,590.00	\$380.00
OPX-CS-MD	Certain Scan Transform-Single License of Monitor Dashboard	1	\$850.00	\$190.00
OPX-SVC	OPEX Professional Services	1	\$2,400.00	N/A
	<b>Sub-Total</b>		<b>\$11,640.00</b>	<b>\$1,960.00</b>
<b>Mitek</b>				
CAR-00	Mitek Check Intelligence (500,000 Checks/Year)	1	\$6,500.00	\$1,625.00
MITEK-DR	Mitek Dev License - 50k Images**		Included	N/A
	<b>Sub-Total</b>		<b>\$6,500.00</b>	<b>\$1,625.00</b>
<b>RTLFiRST Software</b>				
SCN-00	Scan Module	1	\$2,500.00	\$375.00
PRC-00	RTLFiRST Process Module	1	\$3,500.00	\$525.00
MOP-00	Initial Operation - Taxes	1	Incl	\$120.00
MOP-01	Additional Operation - DMV	1	\$1,000.00	\$150.00
SVR-00	One-Operation Supervisor/Verification Lic (1st User) Conc Lic	1	\$2,500.00	\$375.00
VRF-00	One-Operation Verification License (1st User) Conc Lic	1	\$2,500.00	\$375.00
FVW-Web-01	FiRSTView Web (1st User License)	1	\$4,500.00	\$675.00
CUS-LKPL	Real Time Lookup Lite (Lookup by account & by name,address)	1	\$4,500.00	\$675.00
FVW-API	FiRSTView Imaging API	1	\$4,500.00	\$675.00
CHK 21-001	Check21/ICL Processing Module (Image Exchange)	1	\$5,000.00	\$750.00
CHK 21-IMS	Image Score License (1 Million Checks/Year)	1	\$2,000.00	\$300.00
RTL-CL	Click List Module - Station Based - 1st station	1	\$1,000.00	\$150.00
IDA-00	Intuitive Data Analytics - IDA (1 User License)	1	\$250.00	\$0.00
	<b>Sub-Total</b>		<b>\$33,750.00</b>	<b>\$5,145.00</b>

**Pricing**

Part Number	Description	Qty	List Price	1st Year Support
	<b>Supplies &amp; Accessories</b>			
	RTLfiRST & fiRSTView Training Manual (Qty 1 each)	1	Included	N/A
	<b>RTL Services</b>			
	Planning, Implementation, Installation, Testing & Training Services		\$6,000.00	N/A
	Convert All Images from Jaguar format to RTL		\$2,000.00	N/A
	<b>Sub-Total</b>		<b>\$8,000.00</b>	<b>\$0</b>
	<b>Special Discount on RTLfiRST Software</b>		<b>(\$10,000.00)</b>	
	<b>Project Sub-Total</b>		<b>\$162,620.00</b>	<b>\$22,610.00</b>
<b>PROJECT GRAND TOTAL</b>			<b>\$185,230.00</b>	
<b>OPEX hardware price is valid until June 30, 2025 only.</b>				

<b>Payment Terms</b>	<ul style="list-style-type: none"> <li>• 50% of Project Amount due at the Time of Order</li> <li>• 50% of Project Amount due upon Software Installation</li> <li>• 100% of Annual Support due NET 30 upon Software Installation</li> </ul>	\$81,310.00 \$81,310.00 \$22,610.00
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#### Proposal Notes:

- **Software Support:** Please note that should the Client terminate the Annual Support, the Client is refunded the prorated portion of the support.
- **Processor:** The RTLfiRST Processor function will run on the host remittance and imaging server.
- **Server:** Host remittance and imaging server is required. Server is NOT included in main solution quoted.
- RTLfiRST & its Imaging Archival module fiRSTView utilizes MS SQL Server.
- **Verification & Imaging Stations:** Verification and Imaging can run on existing Windows-based PCs. Some PCs for verification and image retrieval purposes are NOT included in the solution quote.
- **Real Time Lookup:** RTLfiRST offers a 2-command/function real-time lookup feature. The 2-commands allow for real-time searches against the client's account management system using either an "Exact" search or a "Wildcard" search. An Exact Search uses a search using the Account Number or other value(s) which will lead to an exact match of a single record. A Wildcard Search performs searches using one or more fields like name or address, which may lead to multiple matches. Client understands that the client's IT staff or 3rd-party vendor will be providing the 2 stored procedures or web services to be called by RTLfiRST. Client and RTL staff will work together to define the specific search criteria and return fields, but client maintains control over how the data is queried.
- **Services:** Pre-implementation services include remote install of the system on remittance processing system designated PCs such as the server/processor station, scan station, verification workstations, etc. prior to remote
- Client must provide for remote connection to these designated PCs/servers to facilitate remote access installation of the remittance system.
- **Imaging API:** The Imaging API will allow for a 3rd-party vendor to access images archived into RTL's fiRSTView from 3rd party software.
- RTL's Imaging API comes with a standard library of API calls. If the client requires something that is NOT included in the library, additional customization charges will apply.
- The 3rd party vendor may also have costs for implementing Imaging API. This proposal is not inclusive of those costs. Client will need to contact the 3rd party vendor for those charges.

Proposal Notes continued...

- **Imaging API Licensing:** Use of an Imaging API still requires client to have and maintain FiRSTView.
- The API users are subject to the existing number of FiRSTView licenses.
- **\*\***The Mitek dev license can be used for up to 50k Images only. It is used until consumed and then a new one needs to be purchased.
- **Check 21 Solution General Notes:** Client must notify its bank(s) of its intent to generate ICL/Check21 files through software provided by RTL and provide RTL with the bank specifications and required values for file setup.
- Pricing, fees and options for depositing via Check 21 are negotiated directly by the client with their bank(s). Bank contract must be signed with the bank prior to RTL beginning implementation.
- ICL/ Check 21 files will be generated by the client, using RTL provided Check 21 application. File(s) generated will be transmitted directly to the bank(s) from client's location.
- Check 21 file transmission options are provided by the bank(s). Client will determine their preferred option. RTL does not provide file transmission recommendations or software for file transmission.
- RTL will coordinate with client and bank to define the testing plan and submission of testing files.
- Check 21 components quoted are for use with a remittance back office system. Additional use of this module for other purposes, such as (but not limited to) converting front counter captured items may require purchase of additional licenses, software components, and services.
- Check 21 Module: This includes Image Exchange Module License, Image Quality Module, and Endorsement Module. This also includes working with client's ONE primary bank on ICL file structure (x9.37 file format) conformance and
- RTL recommends Client to have a dedicated PC to "process Check21 items". This PC will be used for ICL file generation and for image quality and endorsement functions.
- Check 21 PC Specs: It must have 9th Gen. Intel Core i5-9600 3.10Ghz (4.60Ghz max) (6 Cores, 6 Threads), 8Gb RAM\*\* – 500Gb Hard Drive, keyboard, and mouse, 2 available USB 2.0/3.0 ports, 10/100/1000BaseT Network controller for network connection to designated remittance server.
- Check-21 Processing PC is NOT quoted in this proposal but required.
- **Intuitive Data Analytics (IDA):** An interactive BI application that quickly accesses your data to find insights, anomalies, problems, and solutions.
- **Click List:** Click List allows easy, convenient, and efficient scanning of full sized documents while automating the processing and handling of list payments.
- **Certain Scan PDF-8:** 800K Images Per Month, License for full year

## APPENDIX A

**Appendix A contains notes that are very important to the successful completion of the project. Please read the cautions contained herein and have a clear understanding of them.**

**This page must be signed and returned with the proposal. An officer or a company representative that has the authority to bind the company must sign the proposal.**

- The services quoted herein are based on the approved and signed contract between RTL and client.
- Since our proposal is the existing RTLFIRST solution, RTLFIRST's inherent existing User Experience is what is being delivered. Since RTL controls the User Experience, there is neither a plan nor commitment to "how" our function, screen designs, field requirements, reports, or database design for this project should work or flow. In our product design we try to strike a balance between user-friendliness, configurability, and across-the-board benefits and appeal to the majority of our clients and not just for a few. There is no customization or programming quoted or to be provided in this project. We strongly recommend careful review of our RTLFIRST solution for you to determine its suitability. Functions' descriptions do not contain specifics on "how" the functions, screen designs, field requirements, reports, or database designs should flow.
- The RTLFIRST solution is client-configured software package. Custom programming to meet specific client requests is NOT included in this proposal.
- Any change in features requested by client is subject to review by RTL design team and may result in additional
- This proposal outlines the options/configuration/scope of the project. Any change in scope of the project by client may result in additional charges.
- RTL is installing directly to the "new production server". RTL is not installing to a test server first and to a production server next. Should the client want to do otherwise, from test to production; then, additional charges may apply.
- RTL is installing the RTLFIRST system to the client's production server. Pre-implementation services include remote install of the system on remittance processing system designated PCs such as the server/processor station, scan station, verification workstations, etc.
- The following are notes concerning the project timetable.
  - a. Upon award of contract, RTL's implementation team will work with client to determine official implementation date. A Project Implementation Plan will be provided for a generic overview, installation and milestones. The implementation date will be agreed upon by both client and RTL.
  - b. This project and its pricing are for one continuous project lasting approximately 8-10 weeks. Unless explicitly agreed upon by RTL and client before the start of the project, there will be additional costs to the client if the project is broken up into phases such as when most of the deliverables are implemented within the initial project timeline then continued for completion 2 months later (for example) due to client related reasons. Any feature NOT installed at the initial time of deployment will NOT be included without extra cost. If RTL has substantially completed its portion of the project and customer, for any reason, is NOT ready to complete the project and go live; then, all remaining payments (no matter the payment terms) shall be immediately due. Any deviation from this must be in writing, signed by the customer and RTL.
  - c. The client must provide for remote connection to the designated PCs/server to facilitate remote access installation of the remittance system. For this, RTL needs to have network access for remote install which may include longer and later than the normal business hours.
  - d. Our project timeline is set for 8-10 weeks assuming the hardware is already onsite. Should the project get delayed due to client related reasons, the client may have to wait for the next cycle or the availability of the next time slot and may have financial consequences.
  - e. The Business Process Review (as described in the proposal) is critical to the process and the BPR determines the functional guidelines for the remittance processing system. This BPR will be based upon customer input and RTL's understanding of the industry "best practices." It is our goal to meet the client's system requirements within the scope of the existing features of the RTLFIRST software. Should additional details that may require changes are disclosed 2 weeks after the BPR or after the system has already been configured, then RTL may have to retest everything and it would affect the schedule and additional services would be required for additional costs.

**Project Timeline Adjustment:** Should the client seek to pause or put their project on hold due to reasons unrelated to

RTL, payment of ALL fees must be made. Upon receipt of the full payment, RTL will prioritize rescheduling as soon as possible once the client expresses interest in resuming the project implementation.

a. Should there be changes to the project timeline for reasons unrelated to RTL, full payment of the project fees is required under certain circumstances. Such circumstances include but are not limited to:

i. Client's request to change the schedule the schedule exceeding 4 weeks from the timeline established in the

ii. Client provided hardware is not available.

iii. The bank used by the client is not ready. (Except if RTL is notified 30 days prior to installation of the readiness of the client's financial institution.)

iv. Postponement of the project timeline due to the client failing to meet the milestones on the BSIP.

**Training:** We are strongly recommending that training be conducted remotely via web conference. Should the client choose to have Onsite Training, additional costs will be quoted and billed separately.

Signature:



Date: 4-28-25

Printed Name:

Christopher Boedeker

Title: County Judge

**APPROVED AS TO FORM AND CONTENT:**

**JOHNSON COUNTY:**

*Christopher Boedeker*  
Christopher Boedeker  
As Johnson County Judge

*4/28/25*  
Date

Attest: *April D. Fry*  
County Clerk, Johnson County



*4/28/25*  
Date

**COMPANY:**

RT Lawrence Corp.

*John Phillips*  
Authorized Representative of Company

*4/17/25*  
Date

Printed Name: John Phillips

Title: Director