

# MEMORANDUM

TO: MARTHA SALAZAR  
FROM: ANNETTE C. MUNIZ, CHIEF DEPUTY  
DATE: JULY 27, 2009  
SUBJECT: REQUEST FOR PROPOSAL

The Hidalgo County Clerk's Office contract with Property Information – government Services Division, formerly known as "Landata Technologies" has expired. Our office is seeking approval to issue an RFP to either replace or retain the existing system and related services which include:

1. Commissioners' Court Minutes Software Package. Includes maintaining, searching, and retrieving Commissioners' Court Minutes and related documentation.
2. Annual Software Support
3. Internet Data Recovery Services
  - A. Design website for County Clerk's Office
  - B. Update website content
  - C. Maintain copy of minutes and related documentation at vendor's internet warehouse for public internet access and data recovery.
  - D. Maintain helpdesk support for public inquiry

Please feel free to contact me at ext. 6105 if further information is required.

Thanking you in advance for your prompt attention to this request.