

Resolution authorizing a Master Service Agreement with Jotform, Inc. for the procurement of an online form builder and form creator. (Auditor) (\$9,618.00)

WHEREAS, to Auditor's Office constantly strives to provide exemplary service to constituents, improve access to technology, and ease the completion of required documentation; and

WHEREAS, the use of Jotform will allow the Auditor's office to convert numerous paper applications to online forms, reducing the need for paper applications, ultimately improving efficiency and accessibility, protecting the environment, and reducing delays in the submission of necessary forms; and

WHEREAS, all Auditor's office departments will be able to make use of the Jotform service and convert necessary documents, including Homestead, Board of Revision, Manufactured Homes, and Consumer Services, among others; and

WHEREAS, the Jotform service would allow FCAO documents to be ADA-compliant for the visually impaired, and forms will be able to be translated into other languages; and

WHEREAS, the term of the Master Service Agreement shall be for one year from the date of signatures and may be renewed for up to four (4) successive one-year periods; now, therefore,

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS, FRANKLIN COUNTY, OHIO:

1. The attached Master Service Agreement with Jotform, Inc., in an amount not to exceed \$9,618.00, and PO Proof List are hereby approved.
2. That the attached Purchase Order (Requisition Number #32114061), with Jotform, Inc., in the amount of \$9,618.00 is hereby approved.

AGENCY
Auditor

CONTRACT AMOUNT
\$ 9,618.00

Resolution No. 0093-23

February 21, 2023

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Prepared by: Trenton Weaver

cc: Jotform, Inc.

SIGNATURE SHEET FOLLOWS