

**From:** Dellaselva, Chris <[CDellaselva@StamfordCT.gov](mailto:CDellaselva@StamfordCT.gov)>  
**Sent:** Tuesday, February 27, 2024 11:50 AM  
**To:** Simmons, Caroline <[CSimmons@StamfordCT.gov](mailto:CSimmons@StamfordCT.gov)>  
**Cc:** Nguyen, Ngan <[NNguyen@StamfordCT.gov](mailto:NNguyen@StamfordCT.gov)>; Ruijter, Lyda <[LRuijter@StamfordCT.gov](mailto:LRuijter@StamfordCT.gov)>; Graham, Chanta <[CGraham@StamfordCT.gov](mailto:CGraham@StamfordCT.gov)>; Larson, Erik <[ELarson@StamfordCT.gov](mailto:ELarson@StamfordCT.gov)>  
**Subject:** 1st Amendment to IQS-Stamford Contract for Integrated Land Records and Vital Statistics Recording System (RFP No. 859)

Good morning Your Honor,

Attached is a proposed 1<sup>st</sup> Amendment to the City's contract with Info Quick Solutions, Inc. (RFP No. 859). If agreeable, ***please forward this email and its attachments to the City's Board of Finance and Board of Representatives for consideration/approval.***

The City entered into the original contract with IQS in September 2022. The fee for the land records and vital statistics recording system was \$5,150.00 per month. No Board approvals were required at that time. See my memo to you below. This 1<sup>st</sup> Amendment adds the service of backfile conversion of lands records (scanning). The estimated fee for this service is \$93,975.00, based on 313,250 units. A bid waiver was executed for this additional service because IQS eliminates the need to interface with a third party vendor (copy attached). Board approvals are now required for the original contract and the 1<sup>st</sup> Amendment because fees will exceed \$100,000.00. All the original Contract Documents are also attached.

Please contact L. Ruijter, the City/Town Clerk, with any specific questions regarding this additional service, the associated fee, the bid waiver or the City's land records and vital statistics recording system in general. You may, of course, contact me at your convenience if I may be of any further assistance to you in this matter.

Thank you,

Chris Dellaselva  
Assistant Corporation Counsel  
City of Stamford Office of Legal Affairs  
888 Washington Boulevard  
P.O. Box 10152  
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**From:** Dellaselva, Chris <[CDellaselva@StamfordCT.gov](mailto:CDellaselva@StamfordCT.gov)>  
**Sent:** Monday, September 26, 2022 9:56 AM  
**To:** Simmons, Caroline <[CSimmons@StamfordCT.gov](mailto:CSimmons@StamfordCT.gov)>  
**Cc:** Pankosky, Valerie <[VPankosky@StamfordCT.gov](mailto:VPankosky@StamfordCT.gov)>; Ruijter, Lyda <[LRuijter@StamfordCT.gov](mailto:LRuijter@StamfordCT.gov)>; Tedesco, Anthony <[ATedesco@StamfordCT.gov](mailto:ATedesco@StamfordCT.gov)>; Graham, Chanta <[CGraham@StamfordCT.gov](mailto:CGraham@StamfordCT.gov)>; Larson, Erik <[ELarson@StamfordCT.gov](mailto:ELarson@StamfordCT.gov)>  
**Subject:** IQS-Stamford Contract for RFP No. 859 Integrated Land Records and Vital Statistics Recording System

Good morning Your Honor,

Attached for your consideration is a proposed contract with Info Quick Solutions, Inc. for an integrated land records and vital statistics recording system (RFP No. 859). If agreeable, ***please print the Signature Page in color, sign/date in blue (before two witnesses if possible), scan in color and have it emailed back to me for final processing.***

This is a three-year contract with one possible one-year extension for a total possible Term of four years. IQS' fee for this service is \$5,150.00 per month. The City shall retain \$1.00 per page of revenue share for online records lookup and IQS will honor all current biennial subscriptions to the online search database.

Please contact L. Ruijter directly if you have questions regarding these services, IQS' fees or the City's online search database in general. You may, of course, contact me at your convenience if I may be of any further assistance to you in this matter.

Thank you,

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