

## **DIRECTIVE NO. IT 2025-11**

**Authorizing the Executive to execute a contract with DocuPet, Corp., as Best Practical Source, for dog licensing software, for a three-year term, from 3/1/25 to 2/28/28, in an amount not to exceed \$135,000.00, for the Fiscal Office and the Office of Information Technology.**

**WHEREAS**, the Fiscal Office and the Office of Information Technology have determined that it is necessary to replace the dog licensing program as the current program is outdated and OIT is unable to support it going forward; and

**WHEREAS**, DocuPet will allow users to purchase pet licenses and locate a missing pet through a secure online portal; and

**WHEREAS**, the County wishes to enter into a contract with DocuPet, Corp., as Best Practical Source, for dog licensing software, for a three-year term, from 3/1/25 to 2/28/28, in an amount not to exceed \$135,000.00; and

**WHEREAS**, DocuPet, Corp. is the best practical source due to their presence in the government market, commitment to payment security, and current utilization by eight other Ohio counties, per the Fiscal Office; and

**WHEREAS**, the County of Summit Information Technology Board finds and determines, after reviewing all pertinent information, that it is necessary and in the best interest of the County of Summit to authorize the County Executive to execute a contract with DocuPet Corp., as Best Practical Source, for dog licensing software, for a three-year term, from 3/1/25 to 2/28/28, in an amount not to exceed \$135,000.00;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Trustees of the County of Summit Information Technology Board that:

### **SECTION 1**

The County Executive is hereby authorized to execute a contract with DocuPet, Corp., as Best Practical Source, for dog licensing software, for a three-year term, from 3/1/25 to 2/28/28, in an amount not to exceed \$135,000.00.

### **SECTION 2**

It is found and determined that all formal actions of the Board concerning and relating to the adoption of this Directive were taken in an open meeting of the Board, and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.

### SECTION 3

This Directive shall take effect immediately upon its adoption.

Swindell moved for adoption of this Directive

Potter seconded the Directive and the roll being called upon the question of its adoption, the vote resulted as follows:


Ayes: 7

Nays: 0

Abstain: -

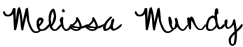
Absent: -

ADOPTED, 20<sup>th</sup> day of February 2025.

DocuSigned by:  
  
8E29C583BED44C3...  
Chairperson

### CERTIFICATE OF SECRETARY

I hereby certify that the foregoing is a true and correct copy of a Directive adopted on the 20<sup>th</sup> day of February 2025.

DocuSigned by:  
  
F99D29FB2ED3424...  
Secretary

DocuSigned by:  
  
D681482007AA4E1...  
Chief Information Officer