

COUNTY OF MONTGOMERY

Department of Information & Technology Solutions

PRICING POLICY



APRIL, 2019



I. INTRODUCTION

Montgomery County Information & Technology Solutions offers a limited menu of abstracted data from that portion of the county database identified as "Public Information". The conditions involved in the production of this value added data are as follows:

- A. The Information & Technology Solutions Department is authorized to produce specifically requested abstracted data via existing "shelf programs" only. Requests for extensive portions of the database which are not capable of retrieval through existing software programs and which would require extensive new programming and/or operating time, must be negotiated on a case-by-case basis.
- B. The mission of the Information & Technology Solutions Department is to serve the daily needs of county government. All customers requesting services that impact personnel in other sections of the Information & Technology Solutions Department must recognize the existence of this responsibility and priority.
- C. No requests for abstracted data will be accepted that require more than ten (10) programmer hours to produce and it must not interfere with the operating schedule of routine county business. Any requests exceeding this limitation must have specific approval of the Chief Information Officer.
- D. All requests for abstracted public data must be specific and in writing and receive advance approval from the Information & Technology Solutions Department.
- E. If customers request a cost estimate in advance, the charge for the estimate will be \$45.00 for each job and the customer must agree to the same before any development and/or processing of data is executed.
- F. No job requests will be processed if a past due balance is outstanding which has caused the customer's account to be cancelled.
- G. ALL CUSTOMERS WILL BE NOTIFIED OF THE FOLLOWING CONDITIONS OF SALE:

DISCLAIMER OF WARRANTIES, RELEASE, COVENANT NOT TO SUE, AND INDEMNIFICATION

The County of Montgomery makes no express or implied warranties, including no warranties of merchantability or fitness for a particular purpose, with regard to this sale of data or other information. In partial consideration for this sale, the Buyer releases and covenants not to sue the County or its officers, agents, servants and employees for any damages it may incur as a direct or indirect result of this sale, or as a direct or indirect result of its use or dissemination of the data and information purchased from the County; and the Buyer agrees and covenants to indemnify and hold harmless the County and its officers, agents, servants and employees from any claims, causes of action, suits, judgments, attorney fees and costs which may be asserted, brought or entered by any person or persons as a direct or indirect result of this sale or of the use of the data and information which is the subject matter of this sale.

- H. Applicable PA State Use and Sales Tax (6%) will be applied to all invoices unless entity is tax exempt (with appropriate documentation).
- I. All entities utilizing the non-profit pricing (\$.03 per record) must provide proof of qualification for processing and sign an agreement not to resell the data provided.



II. Government Agencies, Fire Departments and Ambulance Groups

Montgomery County Commissioners have authorized the Information & Technology Solutions Department to provide abstracted data to governmental agencies, fire departments and ambulance groups at no cost. Governmental agencies that qualify are:

- A. Townships and Boroughs listed on the municipality codes, or their designated agents
- B. Federal, State or Local Agencies
- C. Tax Collectors
- D. Public Services such as: Public Fire Companies, Public Libraries

III. Voter Registration Information / Voter History Information / Precinct Data

(Political Candidates and Entities)

Requests for voter information received from federal, state, or local political entities or candidates running for office will be charged in the following manner:

<u>Set Up Charge</u>	\$45.00 per job
<u>Programming Charge</u>	Charge of thirty-five dollars (\$35.00) per hour for every hour of custom programming over and above the first hour.
<u>CD/DVDs</u>	The requestor is to be billed five dollars (\$5.00) for each CD.

- * Consistent with PURDON'S PENNA. STATUTES -TITLE 25 - ELECTIONS AND ELECTORAL DISTRICTS
- * Consistent with JOHNSON ELECTION GUIDE

IV. Land Record Information

Requests for information from the Land Records System where the information has been approved for sale. The charges are as follows:

Master List

- A. Annual fee (one-time data run) \$4,245.30 (includes \$5 CD and sales tax)
- B. Annual fee with monthly updates \$4,881.30 (includes \$5 CD and sales tax)
- C. Monthly updates (after annual purchase) \$100/month

Subset Requests

<u>Set Up Charge</u>	\$45.00 per job (includes first hour programming)
<u>Record Charge</u>	\$.07 per record (personal or business requests) \$.03 per record (non-profit requests)
<u>Programming Charge</u>	Thirty-five dollars (\$35.00) per hour for every hour of custom programming over and above the first hour.
<u>CDs/DVDs</u>	The requestor is to be billed five dollars (\$5.00) for each data CD when data files are too large to email.