



COMMISSIONERS COURT
COMMUNICATION

COURT ORDER NUMBER _____
PAGE 1 OF 4
DATE: 10/15/2024

SUBJECT: **SPINDLEMEDIA, INC. - SOFTWARE PRODUCTS AND MAINTENANCE -
TAX ASSESSOR/COLLECTOR**

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of Spindlemedia, Inc. as sole source for the purchase of all Spindlemedia, Inc. software products, including maintenance, enhancements, and new releases.

BACKGROUND

On October 25, 2022, the Commissioners Court, through Court Order #139534, approved Spindlemedia, Inc. as the sole source for the purchase of all Spindlemedia, Inc. software products, maintenance, enhancements, and new releases.

Spindlemedia, Inc. provided the Purchasing Agent documentation to substantiate the fact that their sole source status has not changed and they are the sole developer of all enhancements and new releases of such products. There is no other source of supply and all software products covered by maintenance agreements can only be purchased from Spindlemedia, Inc.

Spindlemedia, Inc. provides a suite of property tax processing software for the Tarrant County Tax Office.

Under the County Purchasing Act, exemptions to the competitive bidding requirements are allowed for certain types of purchases. The statutes require that the Purchasing Agent advise the Commissioners Court of the existence of only one (1) source, with such notice to be entered into the minutes of the Court.

Accordingly, the above item has been determined to be sole source under the County Purchasing Act 262.024(a)(7) as follows:

- “(7) an item can be obtained from only one (1) source, including:
(A) items for which competition is precluded because of the existence of patents, copyrights, secret processes, or monopolies;”

FISCAL IMPACT

Services/orders are provided on an as-needed basis.

SUBMITTED BY	Purchasing	PREPARED BY:	Caleb Rojo
		APPROVED BY:	Christopher Lax, CPSM, CPSD, CPCP



September 23rd 2024

Caleb Rojo, Senior Buyer
Tarrant County Purchasing
Tarrant County
100 East Weatherford St.
Fort Worth, TX 76196

Dear Caleb,

SOLE SOURCE LETTER

SPINDLEMEDIA SOFTWARE PRODUCTS and SUITES

TaxOffice 4.0 Suite	Bin Flag Admin
TO Installment	Fiduciary Pay
TO Mobile Home	TaxClient 3.0
TO Mortgage Request	RPS Admin
TO Payment Admin	RPS Server
TO Update Address	RefundTrac
TO Admin	Attorney Access
TO Report Manager	TSG Update
TO Report Client	TaxWeb
ADImport	ImageWorks
TO Mortgage Tape Cleaner	SMI Security Manager
TO Mortgage Tape Client	SSRS Report Manager
TO Utility	Check Export
SMIGL	Non Levy PID
Beer, Wine, Liquor	Manual Receipts
BankRec	TAD QA/QC
VIT 3	
VIT Dealer Portal	SIT Cloud Solution



Paymentus Online Payments

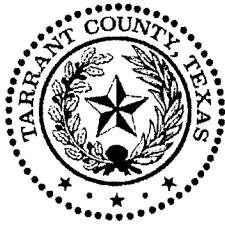
Mail Return Processing

Spindlemedia, Inc. is the sole developer of the enhancements and new releases of such products. All of the products referenced in this correspondence can only be purchased from Spindlemedia, Inc. There is no other source of supply.

Regards,

A handwritten signature in black ink, appearing to read "Steve Johnson", written over a horizontal line.

Steve Johnson
CEO



TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: Spindlemedia, Inc. Software Products and Maintenance
Tax Assessor/Collector _____

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: SHORT TIA or FULL TIA. Circle one after answering the questions in Sections II and III below.

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution, or order.

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation, or dedication of real property?

Yes _____ No √

2. Does the county action limit or restrict a real property right, even partially, or temporarily?

Yes _____ No √

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.
