



# Board of County Commissioners Agenda Request

**20**  
Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** MnCCC Board Ratification Statement

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
<b>Submitted by:</b> James P. Ratz		<b>Department:</b> Attorney's Office
<b>Presenter (Name and Title):</b> James P. Ratz		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b> Requesting a resolution authorizing the Aitkin County Attorney to enter a three year agreement from January 1, 2026 through December 31, 2028 with Strategic Technologies Inc. (STI), to receive support and other services for the Minnesota County Attorney Practice System (MCAPS) program.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve authorizing Aitkin County Attorney to enter a three year agreement and Board Chair signature on MnCCC Board Ratification Statement.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping?</i> \$ 18,250 <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



## BOARD RATIFICATION STATEMENT

The Board of \_\_\_\_\_ has ratified the RENEWAL OF THE PROFESSIONAL SERVICES AGREEMENT BETWEEN MINNESOTA COUNTIES COMPUTER COOPERATIVE and STRATEGIC TECHNOLOGIES INCORPORATED for the maintenance and support of MCAPS.

The Agreement will be effective January 1, 2026 through December 31, 2028. This Agreement commits the participating members for the term of the contract and the financial obligations associated with this contract.

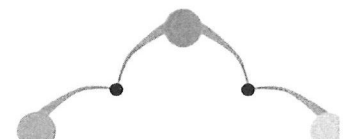
Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

*Please sign and return to [Lisa@mnccc.gov](mailto:Lisa@mnccc.gov). Thank you.*



## Renewal Agreement

Pursuant to Article VII.A.2, the parties hereby enter into this Agreement to Renew with the following terms. Except for the terms stated herein, all terms of the original agreement and its attachments shall remain in effect.

- A. Term of Agreement.** The term of this Agreement shall be 3 years, from January 1, 2026, through December 31, 2028.
- B. Development Hours.** Enhancements and Modernization activities shall be accomplished through the use of Development Hours, with priority given to Modernization of software infrastructure projects. The Executive Committee shall authorize the use of Development Hours for projects, unless they otherwise delegate that authority.
- C. Support Hours.** If the total support hours in any quarter exceeds one-quarter of the total support hours, STI will be compensated for the additional hours on a time and materials basis in quarter-hour increments computed at the hourly rate for billable work for that year. At the discretion of the MCAPS Executive Committee, support overages may also be charged against the Development Hours. If the total support hours in any quarter is less than one-quarter of the total support hours, MnCCC will receive an hour-for-hour credit up to 20% of the quarterly support hours, rounded up to the next whole hour. These hours will be banked and may be used toward future support overages, converted to Development Hours, or the value at the hourly rate for billable work for the year in which they were accumulated may be applied to reduce the first quarter support payment in the following year.
- D. Attorney Count.** The attorney count for each year shall be based on the survey count from the preceding year.
- E. Fee Schedule.** The parties agree to the following fee schedule during the term of this Agreement, which may be further modified by mutual written agreement of the parties at any time during the term of the agreement: .

**2026 - Hourly Rate for Billable Work: \$207.50**

Attorney Count	FEES		HOURS			
	Annual Support	Quarterly Support	Total	Annual Support	Quarterly Support	Annual Development
<b>100-139</b>	\$487,625.00	\$121,906.25	2,350	1,600	400	750
<b>140-189</b>	\$498,000.00	\$124,500.00	2,400	1,600	400	800
<b>190-239</b>	\$512,110.00	\$128,027.50	2,468	1,648	412	820
<b>240-289</b>	\$563,155.00	\$140,788.75	2,714	1,808	452	906
<b>300-339</b>	\$598,845.00	\$149,711.25	2,886	1,924	481	962

**2027 - Hourly Rate for Billable Work: \$212.50**

Attorney Count	FEES		HOURS			
	Annual Support	Quarterly Support	Total	Annual Support	Quarterly Support	Annual Development
<b>100-139</b>	\$499,375.00	\$124,843.75	2,350	1,600	400	750
<b>140-189</b>	\$510,000.00	\$127,500.00	2,400	1,600	400	800
<b>190-239</b>	\$524,450.00	\$131,112.50	2,468	1,648	412	820
<b>240-289</b>	\$576,724.00	\$144,181.00	2,714	1,808	452	906
<b>300-339</b>	\$613,275.00	\$153,318.75	2,886	1,924	481	962

**2028 - Hourly Rate for Billable Work: \$217.50**

Attorney Count	FEES		HOURS			
	Annual Support	Quarterly Support	Total	Annual Support	Quarterly Support	Annual Development
<b>100-139</b>	\$511,125.00	\$127,781.25	2,350	1,600	400	750
<b>140-189</b>	\$522,000.00	\$130,500.00	2,400	1,600	400	800
<b>190-239</b>	\$536,790.00	\$134,197.50	2,468	1,648	412	820
<b>240-289</b>	\$590,295.00	\$147,573.75	2,714	1,808	452	906
<b>300-339</b>	\$624,705.00	\$156,176.25	2,886	1,924	481	962

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in duplicate or counterpart originals, all of which when taken together shall constitute a single original agreement, entered into by their respective undersigned duly authorized representatives, and intending to be bound thereby.

STRATEGIC TECHNOLOGIES INC.

By: Carl J. Thelen  
 Title: President  
 Date: 5/7/2025

MnCCC

By: [Signature]  
 Title: Board Chair  
 Date: \_\_\_\_\_

By: [Signature]  
 Title: Executive Director  
 Date: June 4, 2025

By: [Signature]  
 Title: User Group Chair  
 Date: 6/19/25