

**Union County
Register of Deeds**

Memo

To: Brian Matthews, County Manager

From: Crystal D. Gilliard, Register of Deeds *Crystal D Gilliard*

cc: Clayton Voignier, Assistant County Manager
Cheryl Wright, Director, Procurement

Date: June 30, 2025

Re: Exemption of RFP Process – Logan Systems, Inc.

Pursuant to Union County Procurement Policy, 3.5.3, which states, in part, "...Because there are no statutory requirements applicable to the procurement of such services, an Assistant County Manager (ACM) or the County Manager may exempt a service from the RFP process for good cause and when in the best interest of Union County. The exemption of any such service exceeding \$90,000 shall be reported to the Board of Commissioners at its next regular meeting and shall include the justification for exemption."

Logan Systems, Inc. has been providing land and vital records data management services to the Register of Deeds office for more than 32 years. Our current contract with Logan Systems, Inc. will expire June 30, 2025.

I have negotiated renewal terms with Logan Systems, Inc., for five years. This includes a restructured fee schedule that goes from a "per instrument" cost to a flat fee per month. This will help in the unpredictable monthly fluctuations with the housing market and economy. Logan Systems, Inc., has not raised their prices since 2009, but this current contract does have a 23 percent increase simply due to standard inflation.

I am active in the North Carolina Association of Registers of Deeds and have served in virtually all the leadership roles available, including that of President. In these roles, I am aware of other vendors who can provide services to my office. I am also aware of their reputations for quality in both the software provided and their support levels. I remain convinced that Logan Systems, Inc. provides the best solution services for the County and my office. Business continuity is dependent upon renewing the existing contract for this service with Logan Systems, Inc.

It is my determination that renewing this contract with Logan Systems, Inc., would be in the best interest of Union County. I respectfully request the exemption of the RFP process to continue receiving support services for a five-year period from July 1, 2025, through June 30, 2030, with Logan Systems, Inc., for the rates listed in the contract that align with our estimated annual budget of \$237,600.

Thanks again for your consideration.

Approved:

Geri W. Matthews

Date: 6/30/25