NEBRASKA STATE RECORDS BOARD
MEETING: February 5, 2014

Nebraska State Capitol
Room 1507
Lincoln, NE
February 5, 2014
9:00 A.M.

AFFIDAVIT OF PUBLICATION

State of Nebraska
LANCASTER COUNTY, } ss.

NOTICE OF PUBLIC MEETING
Notice is hereby given of a public meeting of the Nebraska State Records Board on Wednesday, February 5, 2014 at 9:00 AM, NE State Education Assn.; 605 South 14th Street; 4th Floor, Lincoln, NE. The agenda, which is kept continually current, is available at the Office of the Secretary of State, Suite 2300, State Capitol, Lincoln, NE for public inspection during regular business hours.
#7525224 1t Jan 3 9128677

The undersigned, being first duly sworn, deposes and says that she/he is a Clerk of the Lincoln Journal Star, legal newspaper printed, published and having a general circulation in the County of Lancaster and State of Nebraska, and that the attached printed notice was published in said newspaper one successive time(s) the first insertion having been on January 3, 2014 and thereafter on ________, 20____

and that said newspaper is the legal newspaper under the statutes of the State of Nebraska. The above facts are within my personal knowledge and are further verified by my personal inspection of each notice in each of said issues.

Barbara Chesnut

Subscribed in my presence and sworn to before me on Jan 3, 2014

U K Boone
Notary Public

GENERAL NOTARY - State of Nebraska
UVA K BOONE
My Comm. Exp. Jan. 31, 2017

7525224

Organization	**Nebraska State Records Board**
Activity	**Public Hearing**
Date of Activity	**Wednesday, 02/05/2014**
Time of Activity	**Meeting starts at 9:00 AM Central**
Last Updated	**Tuesday, 11/19/2013**
Location	**NE State Education Assn 605 S. 14th Street 4th Floor Lincoln, NE 68508**
Details	**NSRB Quarterly Meeting**
Meeting Agenda	**http://**
Meeting Materials	**http://**

Person to Contact for Additional Information:

Name	**Cathy Danahy**
Title	**Executive Director**
Address	**440 South 8th Street Suite 210 Lincoln, NE 68508**
Telephone	**(402) 471-2745**
Fax	**(402) 471-2406**
E-Mail	**cathy.danahy@nebraska.gov**
Agency Homepage	**http://**

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NEBRASKA STATE RECORDS BOARD AGENDA
NE State Education Association
605 S 14th Street
Lincoln, NE 68508
February 5, 2014
9:00 A.M.

1. CALL TO ORDER, ROLL CALL

2. ANNOUNCEMENT OF NEBRASKA OPEN MEETING ACT
   The Act and reproducible written materials to be discussed at the open meeting are located in the back of the meeting room. A copy of the Open Meetings Act is posted in the back of the meeting room.

3. NOTICE OF HEARING

4. ADOPTION OF AGENDA
   a) **Action Item:** Approval of Agenda

5. APPROVAL OF MINUTES
   a) **Action Item:** Approval of November 6, 2013 meeting minutes

6. PUBLIC COMMENT

7. CHAIRMAN'S REPORT

   a) AGREEMENTS & ADDENDA

      1) **Non-action item:** Electronic Government Service Level Agreements between Nebraska Interactive, LLC, the NE State Records Board and the City of Clay Center, Clay County, the City of Lyons, the City of Neligh and the Nebraska Department of Motor Vehicles. Signed by Chairman Gale pursuant to Board authority.

      2) **Non-action item:** Addenda (PayPort) to the Electronic Government Service Level Agreements between Nebraska Interactive, LLC, the NE State Records Board and the City of Clay Center (Addendum 1), Clay County (Addendum 1), the City of Lyons (Addendum 1), the City of Neligh (Addendum 1) and Red Willow County (Revised - Addendum 1). Signed by Chairman Gale pursuant to Board authority.

      3) **Non-action item:** Addenda (Real Estate Property Tax) to the Electronic Government Service Level Agreement between Nebraska Interactive, LLC, the NE State Records Board and Dawson County Treasurer (Addendum 2)**.** Signed by Chairman Gale pursuant to Board authority.

      4) **Non-action Item: Web/Online PayPort for State Agencies.** Addenda to the Electronic Government Service Level Agreement between Nebraska Interactive, LLC, the NE State Records Board and the Nebraska Department of Agriculture (Addendum 8), the Nebraska Fire Marshal (Addendum 4) and the Liquor Control Commission (Addendum 7). Signed by Chairman Gale pursuant to Board Authority.

      5) **Action Item:** Addendum One to the Electronic Government Service Level Agreement between Nebraska Interactive, LLC, the NE State Records Board, and the Department of Motor Vehicles – **Portal Fees for Driver and Vehicle Records.**

6) **Action Item:** Addendum Two to the Electronic Government Service Level Agreement between Nebraska Interactive, LLC, the NE State Records Board and the Department of Motor Vehicles – **Portal Fees for Driver Licensing Services.**

7) **Action Item:** Addendum Three to the Electronic Government Service Level Agreement between Nebraska Interactive, LLC, the NE State Records Board and the Department of Motor Vehicles – **Portal Fees for Financial Responsibility Division.**

8) **Action Item:** Addendum Four to the Electronic Government Service Level Agreement between, Nebraska Interactive, LLC, the NE State Records Board and the Department of Motor Vehicles – **Portal Fees for Motor Carrier Services Division.**

b) **Action Item**: OCIO Contract for Network Manager Request for Proposal (RFP)

8. PRICEWATERHOUSECOOPERS ANNUAL AUDIT OF NEBRASKA INTERACTIVE, LLC DECEMBER 31, 2012 AND 2011 – Report from the Finances Review Subcommittee (Mike Foley, Chair). Tabled from November 6, 2013 meeting.
   a) **Action Item:** Accept the receipt of the PricewaterhouseCoopers annual audit report of Nebraska Interactive, LLC for December 31, 2012 and 2011.

9. EXECUTIVE DIRECTOR'S REPORT
   a) **Action Item:** NSRB Cash Fund Balance Report (September, 2013 – Corrected)
   b) **Action Item:** NSRB Cash Fund Balance Report
   c) NSRB Grant Status Report
   d) Final Grant Reports – Dixon County; the City of Lexington; Nance County; and York County

10. ORIENTATION AND POLICIES/GUIDELINES SUBCOMMITTEE (Julie Beno, Chair)
    a) **Action Item:** Grant Program

11. NEBRASKA.GOV REPORTS
    a) New VISA Transparency Rule – update
    b) General Manager's Report
    c) **Action Item:** Project Priority Report
    d) Disaster Recovery Upgrade – (Final Report) (Jeff Shaw, VP of Technology, NIC)
    e) **Action Item:** 2014 Business Plan

12. DATE FOR NEXT MEETING
    9:00 A.M.
    Wednesday, May 7, 2014
    Room 1507
    State Capitol
    Lincoln, NE

13. ADJOURNMENT
    Action Item: Move to adjourn

Updated 01/21/2014

NEBRASKA STATE RECORDS BOARD

MINUTES

Meeting of November 6, 2013

Agenda Item 1. CALL TO ORDER, ROLL CALL

The meeting of the Nebraska State Records Board was called to order by Chairman John A. Gale at 9:00 A.M. on November 6, 2013, in Room 1507 of the State Capitol, Lincoln, Nebraska.

A Roll Call was taken. The following Board members were present:

John A. Gale, Secretary of State, State Records Administrator and Chairman;
Michael D. Foley, Auditor of Public Accounts;
Don Stenberg, State Treasurer;
Scott Keene, representing the Insurance Industry;
Gerry Oligmueller, Acting Director of Administrative Services;
Julie A. Beno, representing Libraries;
Brian Buescher, representing the Legal Profession;
Greg Osborn, representing the General Public

Absent:

Leslie S. Donley, representing the Attorney General;
Mike Konz, representing the Media;
Brenda L. Decker, representing the Governor;
Ryne D. Seaman, representing the Banking Industry

Staff in attendance:

Cathy Danahy, Executive Director;
Colleen Byelick, Legal Counsel
Tracy Marshall, Recording Clerk

Ms. Donley arrived at 9:03 a.m.

Agenda Item 2. ANNOUNCEMENT OF NEBRASKA OPEN MEETINGS ACT

Chairman Gale announced that in accordance with the Nebraska Open Meetings Act, reproducible written materials to be discussed at the open meeting and a copy of the Nebraska Open Meetings Act are located to the left of the public seating area.

Agenda Item 3. NOTICE OF HEARING

Chairman Gale announced public notice of the meeting was duly published in the Lincoln Journal Star on October 4, 2013 and on the state's website Public Meeting Calendar. The public notice and proof of publication relating to the meeting will be attached to and made a part of the meeting minutes.

Agenda Item 4. ADOPTION OF AGENDA

Mr. Osborn moved to adopt the agenda as presented; seconded by Mr. Foley.

Voting For:	Beno Oligmueller	Buescher Stenberg	Foley	Gale	Keene
Voting Against:	None				
Not voting:	Donley	Osborn			
Absent:	Decker	Konz	Seaman		

The motion carried.

Agenda Item 5. APPROVAL OF MINUTES

Chairman Gale asked for a motion to approve the minutes of the July 31, 2013 meeting. Mr. Foley moved to approve the minutes; seconded by Mr. Keene.

Mr. Stenberg suggested an addition to page 3, **agenda item 9.a. Harry Herington, CEO & Chairman of the Board, NIC, Inc.** to include Mr. Herington's commitment to ultimately switching to the state's credit card processor with 2 conditions; 1. Resolving security issues and 2. Resolving double billing by VISA. After discussion, Mr. Buescher moved to amend the motion to approve the minutes by adding the following statement to page 3, **agenda item 9.a. Harry Herington, CEO & Chairman of the Board, NIC, Inc.** to be inserted after paragraph one: "Mr. Herington committed to investigating switching to the state credit card system upon the conditions stated in the record of the meeting"; seconded by Mr. Stenberg.

Following are the results of the motion to approve the minutes:

Voting For:	Beno Keene	Buescher Oligmueller	Donley Stenberg	Foley	Gale
Voting Against:	None				
Not voting:	Osborn				
Absent:	Decker	Konz	Seaman		

The motion carried.

Following are the results of the motion to approve the minutes as amended:

Voting For:	Beno Keene	Buescher Oligmueller	Donley Stenberg	Foley	Gale
Voting Against:	None				
Not voting:	Osborn				
Absent:	Decker	Konz	Seaman		

The motion carried.

Agenda Item 6. PUBLIC COMMENT

Chairman Gale asked the members of the audience if anyone wished to come forward to provide public comment on any of the agenda items. No audience member indicated a desire to provide public comment.

Mr. Konz arrived at 9:15 a.m.

Agenda Item 7. **CHAIRMAN'S REPORT**

Agenda Item 7.a. **Agreements & Addenda**

Brent Hoffman, General Manager, Nebraska Interactive, LLC introduced the following addenda:

Agenda Item 7.a.1. Electronic Government Service Level Agreements between Nebraska Interactive, LLC, the NE State Records Board and Banner County, Health and Human Services, Rock County. Signed by Chairman Gale pursuant to Board authority.

Agenda Item 7.a.2. Addenda (PayPort) to the Electronic Government Service Level Agreements between Nebraska Interactive, LLC, the NE State Records Board and, Banner County (Addendum 1), Rock County (Addendum 1), York County (Addendum 2). Signed by Chairman Gale pursuant to Board authority.

Agenda Item 7.a.3 Addendum Nine (Event Registration) to the Electronic Government Service Level Agreement between the Department of Health & Human Services, Nebraska Interactive, LLC, and the NE State Records Board. Signed by Chairman Gale pursuant to Board authority.

Ms. Decker arrived at 9:35 a.m.

Agenda Item 7.a.4. Web/Online PayPort for State Agencies. Blanket Addenda to the Electronic Government Service Level Agreement between Nebraska Interactive, LLC, and the NE State Records Board. Mr. Hobert Rupe, Executive Director, NE Liquor Control Commission, testified in support of Web/Online PayPort for State Agencies. Ms. Beno moved to allow the chairman of the State Records Board, during the time period between Board meetings, to sign addenda with state government agencies for the use of "PayPort for Web/Online Only" programs at $1.75 per electronic check and 2.49% for credit card transactions, with the Board receiving 10% of Nebraska Interactive's portal fee for such services. Further, such signed addenda shall be reported to the Board at its next scheduled meeting for the Board's review; seconded by Mr. Buescher.

Voting For:	Beno Gale Stenberg	Buescher Keene	Decker Konz	Donley Oligmueller	Foley Osborn
Voting Against:	None				
Absent:	Seaman				

The motion carried.

Agenda Item 7.a.5 Addendum Seven to the Electronic Government Service Level Agreement between the NE Department of Agriculture, Nebraska Interactive, LLC, and the NE State Records Board – **Online Licensing Services Suite.** Mr. Buescher moved to approve Addendum Seven; seconded by Ms. Donley.

Voting For:	Beno Gale Stenberg	Buescher Keene	Decker Konz	Donley Oligmueller	Foley Osborn

Voting Against:	None
Absent:	Seaman

The motion carried.

Agenda Item 7.a.6. Addendum Six to the Electronic Government Service Level Agreement between Sarpy County, Nebraska Interactive, LLC, and the NE State Records Board – **NebPay for Sarpy County STOP Program.** Mr. Osborn moved to approve Addendum Six; seconded by Mr. Keene.

Voting For:	Beno	Buescher	Decker	Donley	Foley
	Gale	Keene	Konz	Oligmueller	Osborn
	Stenberg				
Voting Against:	None				
Absent:	Seaman				

The motion carried.

Agenda Item 7.a.7. Addendum Seven to the Electronic Government Service Level Agreement between the NE State Electrical Division, Nebraska Interactive, LLC, and the NE State Records Board - **Electrician Exam Application.** Mr. Konz moved to approve Addendum Seven; seconded by Ms. Beno.

Voting For:	Beno	Buescher	Decker	Donley	Foley
	Gale	Keene	Konz	Oligmueller	Osborn
	Stenberg				
Voting Against:	None				
Absent:	Seaman				

The motion carried.

Chairman Gale declared a recess at 10:30 a.m.

Chairman Gale reconvened the meeting at 10:45 a.m.

Mr. Seaman arrived at 10:45 a.m.

Mr. Hoffman and Ms. Rhonda Lahm, Director, NE Department of Motor Vehicle introduced and explained the following addenda:

Agenda Item 7.a.8. Addendum One to the Electronic Government Service Level Agreement between the NE Department of Motor Vehicles, Nebraska Interactive, LLC, and the NE State Records Board - **Specialty License Plate Application**. Mr. Konz moved to approve Addendum One; seconded by Mr. Osborn.

Voting For:	Beno	Buescher	Decker	Donley	Foley
	Gale	Keene	Konz	Oligmueller	Osborn
	Seaman	Stenberg			

Voting Against: None

The motion carried.

Agenda Item 7.a.9. Addendum Eight to the Electronic Government Service Level Agreement between the NE Department of Motor Vehicles, Nebraska Interactive, LLC, and the NE State Records Board - **Single Trip Fuel and Proration Permits**. Ms. Beno moved to approve Addendum Eight; seconded by Ms. Donley.

Voting For:	Beno	Buescher	Decker	Donley	Foley
	Gale	Keene	Konz	Oligmueller	Osborn
	Seaman	Stenberg			

Voting Against: None

The motion carried.

Agenda Item 7.a.10. Addendum Nine to the Electronic Government Service Level Agreement between the NE Department of Motor Vehicles, Nebraska Interactive, LLC, and the NE State Records Board - **International Fuel Tax Agreement Services.** Mr. Oligmueller moved to approve Addendum Nine, seconded by Mr. Keene.

Voting For:	Beno	Buescher	Decker	Donley	Foley
	Gale	Keene	Konz	Oligmueller	Osborn
	Seaman	Stenberg			

Voting Against: None

The motion carried.

Agenda Item 7.a.11. Addendum One to the Electronic Government Service Level Agreement between the NE Department of Motor Vehicles, Nebraska Interactive, LLC, and the NE State Records Board - **Motor Vehicle Registration Payment Application.** Ms. Donley moved to approve Addendum One; seconded by Ms. Beno.

Voting For:	Beno	Decker	Donley	Gale	Keene
	Konz	Oligmueller	Osborn	Seaman	Stenberg

Voting Against: Buescher Foley

The motion carried.

Agenda Item 7.b. BRIEFING ON POSSIBLE LEGISLATIVE CHANGES/RECORDS BOARD RESTRUCTURING

Ms. Decker addressed the Board in regards to an ongoing conversation regarding the consideration of the OCIO providing oversight of the portal management. After discussion, Chairman Gale sought Board consensus to move forward with considering the OCIO oversight concept by the Board hiring the OCIO to provide operational oversight of the portal on a temporary basis. If the concept is adopted, legislation would be drafted in late 2014 for introduction in the 2015 legislative session. An additional concept was to hire the OCIO staff to write the new RFP for a portal manager. After discussion, it was decided two separate contracts will be drafted; one will contain language regarding the portal operation management by the OCIO and the other will be a contract hiring the OCIO to write the next RFP to hire a portal manager. A January, 2014 board meeting may be scheduled to review these initial drafts.

Mr. Foley left the meeting at 12:14 p.m.
Mr. Foley returned to the meeting at 12:18 p.m.

Agenda Item 8. PRICEWATERHOUSECOOPERS ANNUAL AUDIT OF NEBRASKA INTERACTIVE, LLC DECEMBER 31, 2012 AND 2011.

Chairman Gale asked the Finances Review Subcommittee, chaired by Auditor Mike Foley, to review the audit and report back to the Board at the November 6, 2013 board meeting. Mr. Foley reported the process is not yet complete and suggested the Subcommittee report at the next board meeting in February, 2014. Mr. Foley moved to defer action on Agenda Item 8. to the next regular meeting of the board; seconded by Mr. Oligmueller.

Voting For:	Beno	Buescher	Decker	Donley	Foley
	Gale	Keene	Konz	Oligmueller	Osborn
	Seaman	Stenberg			

Voting Against: None

The motion carried.

Agenda Item 9. EXECUTIVE DIRECTOR'S REPORT

Agenda Item 9.a. NSRB Cash Fund Balance Report

Ms. Danahy presented September, 2013 Cash Fund Balance report. Mr. Keene questioned the Prior Year September, 2012 Grant Encumbrances amount ($22,338.70). Ms. Danahy said she would investigate this issue with Suzie Hinzman, Secretary of State's Finance Officer, and report back to the board. Mr. Keene moved to defer the approval of the Cash Fund Balance to the next regular meeting of the board; seconded by Mr. Foley.

Voting For:	Beno	Buescher	Decker	Donley	Foley
	Gale	Keene	Konz	Oligmueller	Osborn
	Seaman	Stenberg			

Voting Against: None

The motion carried.

Agenda Item 9.b. NSRB Grant Status Report

Ms. Danahy presented September, 2013 State/Local Grant Project Status Report. Ms. Danahy reported Johnson County has decided to decline the grant funds awarded to them in July, 2013 ($4,900) because they felt they could not afford the ongoing maintenance fee once the project was completed.

Agenda Item 9.c. Final Grant Reports

Ms. Danahy presented the following final grant reports: The City of Alliance and Garden County.

Agenda Item 10. NEBRASKA.GOV REPORTS

Agenda item 10.a. New VISA Transparency Rule – Update

No report was given.

Agenda Item 10.b. General Manager's Report

Mr. Brent Hoffman, General Manager, Nebraska.gov presented the 3rd Quarter 2013 General Manager's Report.

Agenda Item 10.c. Project Priority Report

Mr. Hoffman presented the Project Priority Report. Mr. Keene moved to approve the Project Priority Report; seconded by Mr. Buescher.

Voting For:	Beno	Buescher	Decker	Donley	Foley
	Gale	Keene	Konz	Oligmueller	Osborn
	Seaman	Stenberg			

Voting Against: None

The motion carried.

Agenda Item 11. DATE FOR NEXT MEETING

Chairman Gale announced the next NE State Records Board meeting will be held on Wednesday, February 5, 2014 at 9:00 A.M. at the NE State Education Association, 605 South 14th Street, 4th Floor Board Room, Lincoln, NE.

Agenda Item 12. ADJOURNMENT

Mr. Keene moved to adjourn the meeting. All members present signified agreement by saying "aye". Chairman Gale declared the meeting adjourned at 12:10 P.M.

John A. Gale
Secretary of State
State Records Administrator
Chairman, State Records Board

2/5/14
Date

Summary List
Electronic Government Service Level Agreements

Nebraska.gov submits these signed Electronic Government Service Level Agreements to the Board. The agreements use the approved template, and replace the original Interagency Agreements signed between these agencies and the Nebraska State Records Board. No action necessary.

	NSRB Chairman Signature
Clay Center, City of	12/17/2013
Clay County	12/30/2013
Motor Vehicles, Department of	
Neligh, City of	12/30/2013

Electronic Government Service Level Agreement
with
<Partner Name>

This Agreement is made by and among Nebraska Interactive, LLC, a Nebraska Limited Liability Company (Manager), the Nebraska State Records Board (the "NSRB"), and <Partner Name>, a state, county or local government of Nebraska ("Partner").

This Agreement is subordinate to the State of Nebraska Contract between NSRB and Manager to operate and manage the Nebraska.gov Network ("the Master Contract") and is subject to all terms and conditions therein.

WHEREAS, Partner is a data providing/collecting entity with which electronic communication is desired; and

WHEREAS, Manager desires to access and/or electronically collect such data in order to develop, maintain, and enhance electronic services to Partner.

NOW, THEREFORE, in consideration of the mutual conditions, covenants, and premises contained in this Agreement, the parties agree as follows:

1) PURPOSE – The purpose of this Agreement is to grant Manager the access and authority to electronically collect data for the purpose of providing electronic services which may include interface and database development, application development and support, and payment processing hardware and support, and to set forth conditions and responsibilities associated with said electronic services. Any desired services and associated charges or fees will be set forth in an addendum to this Agreement.

2) INTERFACE AND DATABASE DEVELOPMENT – Manager will provide a customer friendly interface to successfully update application data and/or accept and complete user Electronic Payments. Manager will establish a database to properly store the payment information and provide appropriate reporting to the Partner offices. Manager will provide online access to the Partner to view transactions for any particular day or cumulative timeframe and their subsequent status via the Internet.

3) APPLICATION SUPPORT

   a) Manager agrees to provide support to users who require access to an online service set forth in an addendum to this Agreement. Such support shall include answering user questions and addressing problems related to screen or report formats, codes, abbreviations, billing policy, error messages, problems and other access concerns.

   b) It is agreed that the Partner will be responsible for answering all user questions related to the Partner's business processes, as well as the Partner's rules and regulations, policies and procedures applicable to an addendum to this Agreement.

   c) Manager agrees to participate in any and all meetings that the Partner identifies as necessary in order for Manager to provide a high level of customer support. The Partner agrees to supply Manager with all information necessary so that Manager can assist user as indicated above.

d) The Partner agrees to grant access to information necessary for Manager to perform updates or maintenance for electronic access to public records for services set forth in addendums related to this Agreement.

e) The Partner agrees to update and keep Manager informed on substantive changes in the law relating to electronic services provided by Manager.

4) SERVICE HARDWARE SUPPORT (if applicable)

a) Manager shall provide hardware support for payment processing service cards and/or swipe hardware, if such hardware is used by Partner and if it has been obtained through Manager. Such support shall be directed to answering Partner questions and resolving problems related to installation, use of the check/card swipe hardware, codes, abbreviations, and error messages.

b) Manager shall repair or replace any defective card swipe hardware furnished through Manager to Partner. If required, replacement card swipe hardware will be shipped to arrive within two business days.

c) Manager agrees to participate in all meetings that the Partner identifies as necessary in order for Manager to provide hardware Service support. Partner agrees to supply Manager with all information necessary (within Partner's control) to aid Manager to assist Partner staff users at the Service hardware support level agreed above.

5) HARDWARE OWNER – Partner agrees that the card and/or check swipe hardware and all related equipment, supplies, or materials supplied to the Partner under this Agreement are owned by Manager.

6) CHANGES IN NETWORK - Both parties will provide thirty (30) days written notice of any planned, material changes in Network operations affecting the Partner's online service, unless otherwise agreed to by both parties. A "material change" is defined as a change that adds to the complexity of an Application or diminishes the services provided. These changes will include, but are not limited to file format changes, changes in data transfer and retrieval procedures, Application coding changes, URL migrations and interface content changes.

7) PARTNER FEES – Partner is responsible for correctly calculating any Partner fees and providing those fee calculations to Manager. Manager will not assume liability for Partner Application fee miscalculations that have been approved by the Partner as functionally correct. Also, Manager will not assume liability for Partner fee miscalculations due to system errors not caused by any act or omission on the part of Manager.

8) COSTS AND COMPUTER SYSTEMS FOR ELECTRONIC PAYMENT – Manager shall be responsible for all costs in supplying electronic payment reports and payment transaction confirmation numbers to the user. This includes the cost for Manager's interface with the Partner's system in order to provide such electronic payment reports and user payment transaction confirmation number. Such system shall:

a) Supply the payment confirmation number to the user in an understandable and logical format acceptable to the Partner;

b) Supply reports to the Partner in an understandable and logical format; and

c) Be tested, reviewed, and approved by the Partner before it is offered to the user.

9) ONLINE CARD SECURITY – Manager is responsible for online security consistent with online payment card industry standards, specifically, The Payment Card Industry's Data Security Standards ("PCI DSS").

10) TECHNOLOGY STANDARD –Manager agrees to comply with all published Nebraska Information Technology Commission (NITC) standards. NITC standards are available at http://nitc.ne.gov/standards/

11) CONFIDENTIALITY All materials and information provided by the Partner or acquired by the Manager on behalf of the Partner shall be regarded as confidential information. All materials and information provided by the Partner or acquired by the Manager on behalf of the Partner shall be handled in accordance with Federal and State Law, and ethical standards. The Manager shall treat, and shall require that its agents, employees, affiliates, parent company, and subcontractors treat such materials or information as confidential, as required by Federal and State Law. The Manager shall not be responsible for treatment contrary to State and Federal Law by the State, any agency, members of the public, or others not under the control of Manager.

12) AGREEMENT REPRESENTATIVES AND NOTICES - All matters relating to this Agreement shall be directed to the following persons. These designations may be changed following written notice from each party to the other party to this Agreement.

Mailing address:	<Partner Name> <Partner Address> <Partner City, State, Zip Code>
Phone:	<Contact Phone>
Fax:	<Contact Fax>
Email:	<Contact Email>
Mailing Address:	General Manager/Network Manager 301 S 13, Suite 301 Lincoln, NE 68508
Phone:	402 471 7810
Fax:	402-471-7817
Email:	ne-general-manager@nicusa.com
Mailing Address:	Secretary of State 1445 K Street, Suite 2300 Lincoln, NE 68509
Phone:	402-471-1572
Fax:	402-471-3237

13) TERMINATION OF CONTRACT -

a) Either Partner or the Manager shall have the right to terminate this Agreement or any addendum, for cause, subject to cure, by providing written notice of termination, to the other parties. Such notice shall specify the "for cause" reason, including citation to any specific provision of this Agreement, which gives rise to the notice and shall specify action that can be taken by the other party to avoid termination of the Agreement or any addendum. A reasonable period of time of not less than sixty (60) days shall be given to cure, unless as otherwise agreed to by the parties.

For purposes of this Agreement, the phrase "for cause" shall mean any material breach by any party to this Agreement of the terms or conditions of this Agreement and any addendum.

In any instance of material breach by any party to this Agreement, the rights to pursue any and all remedies are available to the parties under the State Contract Claims Act.

b) At the option of the Manager and with thirty (30) days advance written notice to the Partner and NSRB, the Manager may terminate an addendum to this Agreement for a particular service if:

i) There is insufficient interest in such service as demonstrated by low use and inadequate funding; or
ii) There is a continuing failure by the Partner to update and make necessary information available to Manager as required by this agreement.

14) TERM OF AGREEMENT - This Agreement shall commence on the date of execution by all parties and shall be co-terminal with the Master Contract and any extensions or renewals thereof, unless earlier terminated in accordance with the terms of this Agreement.

15) RELATIONSHIP OF PARTIES - Notwithstanding any other provisions contained herein, it is expressly agreed that Manager is an Independent Contractor in the performance of each and every part of this Agreement and not an agent or employee of the NSRB or the Partner.

16) CHANGES, MODIFICATIONS OR AMENDMENTS - This Agreement may be changed, modified or amended at any time by an instrument in writing signed by the NSRB, Manager and the Partner.

17) MARKETING - Partner may provide reasonable marketing space in its publications (if and/or when such exists) at no charge, to allow promotion of Manager or its services.

18) EXHIBIT SPACE - The Partner may provide NSRB or Manager complimentary exhibit space and/or speaker time at any appropriate conventions and/or seminars, which Partner may host (if and/or when such exist).

19) PAYMENT OF FEES – Users of payment services set forth in an addendum to this Agreement will have several payment methods provided by Manager. The following outlines the Agreement for these payment methods.

a) Electronic Check Payments—When Manager is providing payment processing services, Manager will split the fee collected from the user into two transactions: 1. the portal fee and 2. the Partner fee. Manager will send the Partner fee collected from the user to the designated Partner bank account. Manager will send the portal fee amount to an account designated by Manager. The portal fee payable to Manager is outlined in any addendum to this Agreement. Funds will be disbursed to the appropriate Partner bank account within three (3) business days of Manager receiving such funds. Manager shall provide Partner a detailed accounting report (with sensitive identifying information removed) showing all receipts and disbursements described in this section.

b) Credit Card Payments - When Manager is providing payment processing services, Manager will split the fee collected from the user into two transactions: 1. the portal fee and 2. the Partner amount due. Manager will send the Partner fee collected from the user to the designated Partner bank account. Manager will send the portal fee amount to an account designated by Manager. The portal fee payable to Manager is outlined in any addendum to this Agreement. Funds will be disbursed to the appropriate Partner bank account within three (3) business days of Manager receiving such funds. Manager shall provide Partner a detailed accounting report (with sensitive identifying information removed) showing all receipts and disbursements described in this section.

c) Return/Chargeback - In the event a return/chargeback is received, user may incur an additional $15.00 charge by Manager for the recovery of the handling and processing of these returns/chargebacks. The amount charged by Manager for the recovery of the handling and processing of these returns/chargebacks is subject to change without notification to the Partner. Manager will provide online access to a report to the Partner detailing all returns/chargebacks and reasons for the returns/chargebacks on each business day.

d) Refunds --Refunds (funds credited back to the customer) will be initiated by the Partner based on the method provided to the Partner by the Manager. Refunds will be deducted from future Partner disbursements based on the transaction date of the refund.

e) Credit Card Chargebacks--Manager will be responsible for the initial handling and recovery of all monies associated with chargebacks. In the event the Manager is unable to collect funds within sixty (60) days from receipt of notice, Manager will deduct chargeback from a future Partner disbursement. Partner will then be responsible for any business process needed to recover funds for chargebacks.

f) Check Returns--Returned checks will be deducted from Partner Disbursement at the time the return is processed. The Partner will be responsible for collection of any returned checks due to insufficient funds, closed accounts, etc.

g) Fees -Manager will be responsible for all electronic check processing fees, all credit card merchant account fees and chargeback account fees for the Manager merchant ID and for the Partner merchant ID unless otherwise set forth in an addendum to this Agreement.

h) Subscription Services – When Manager is providing subscriber services, such services will be provided in accordance with terms and conditions set forth in the Master Contract Section III, FF –PAYMENT, and any amendments.

20) RECORDS AND FINANCES – All Manager's documents and records relating to Electronic Payment transactions made via the Manager payment processing service shall be available for inspection and auditing in accordance with the Audit Requirements section of the Master Contract.

21) EXISTING SERVICES –All addendums for existing services between Manager and Partner in full force and effect as of one day prior to the date of this Agreement shall remain in full force and effect under this new agreement until such time as they are cancelled, terminated, or amended in accordance with the terms of this agreement or expire under their own terms and shall be considered addendums to this new agreement.

22) ENTIRE AGREEMENT - This Agreement constitutes the complete and exclusive statement of the agreement between the parties hereto and supersedes all other prior written or oral contracts between the parties with respect to the subject matter hereof.

23) GOVERNING LAW – This Agreement shall be governed in all respects by the laws and statutes of the State of Nebraska.

24) SEVERABILITY - If any term or condition of the Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and conditions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

25) ORDER OF PRECEDENCE – In the event of an inconsistency between the documents of this Agreement, the inconsistency will be resolved by giving precedence in the order indicated to the following:

a. Any amendments to the Master Contract
b. The Master Contract
c. An addendum to this Agreement
d. This Agreement

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed by their duly authorized official or officers.

Nebraska Interactive, LLC (Manager)	<Partner Name>
________________________	________________________
Brent Hoffman Date	<Printed Name of Authorized Person> Date
General Manager	<Authorized Person Title/Office>

Nebraska State Records Board (NSRB)

____

Secretary of State John Gale Date
Chairman

Electronic Government Service Level Agreement
with
<Partner Name>

This Agreement is made by and among Nebraska Interactive, LLC, a Nebraska Limited Liability Company (Manager), the Nebraska State Records Board (the "NSRB"), and <Partner Name>, a state, county or local government of Nebraska ("Partner").

This Agreement is subordinate to the State of Nebraska Contract between NSRB and Manager to operate and manage the Nebraska.gov Network ("the Master Contract") and is subject to all terms and conditions therein.

WHEREAS, Partner is a data providing/collecting entity with which electronic communication is desired; and

WHEREAS, Manager desires to access and/or electronically collect such data in order to develop, maintain, and enhance electronic services to Partner.

NOW, THEREFORE, in consideration of the mutual conditions, covenants, and premises contained in this Agreement, the parties agree as follows:

1) PURPOSE – The purpose of this Agreement is to grant Manager the access and authority to electronically collect data for the purpose of providing electronic services which may include interface and database development, application development and support, and payment processing hardware and support, and to set forth conditions and responsibilities associated with said electronic services. Any desired services and associated charges or fees will be set forth in an addendum to this Agreement.

2) INTERFACE AND DATABASE DEVELOPMENT – Manager will provide a customer friendly interface to successfully update application data and/or accept and complete user Electronic Payments. Manager will establish a database to properly store the payment information and provide appropriate reporting to the Partner offices. Manager will provide online access to the Partner to view transactions for any particular day or cumulative timeframe and their subsequent status via the Internet.

3) APPLICATION SUPPORT

    a) Manager agrees to provide support to users who require access to an online service set forth in an addendum to this Agreement. Such support shall include answering user questions and addressing problems related to screen or report formats, codes, abbreviations, billing policy, error messages, problems and other access concerns.

    b) It is agreed that the Partner will be responsible for answering all user questions related to the Partner's business processes, as well as the Partner's rules and regulations, policies and procedures applicable to an addendum to this Agreement.

    c) Manager agrees to participate in any and all meetings that the Partner identifies as necessary in order for Manager to provide a high level of customer support. The Partner agrees to supply Manager with all information necessary so that Manager can assist user as indicated above.

d) The Partner agrees to grant access to information necessary for Manager to perform updates or maintenance for electronic access to public records for services set forth in addendums related to this Agreement.

e) The Partner agrees to update and keep Manager informed on substantive changes in the law relating to electronic services provided by Manager.

4) SERVICE HARDWARE SUPPORT (if applicable)

a) Manager shall provide hardware support for payment processing service cards and/or swipe hardware, if such hardware is used by Partner and if it has been obtained through Manager. Such support shall be directed to answering Partner questions and resolving problems related to installation, use of the check/card swipe hardware, codes, abbreviations, and error messages.

b) Manager shall repair or replace any defective card swipe hardware furnished through Manager to Partner. If required, replacement card swipe hardware will be shipped to arrive within two business days.

c) Manager agrees to participate in all meetings that the Partner identifies as necessary in order for Manager to provide hardware Service support. Partner agrees to supply Manager with all information necessary (within Partner's control) to aid Manager to assist Partner staff users at the Service hardware support level agreed above.

5) HARDWARE OWNER – Partner agrees that the card and/or check swipe hardware and all related equipment, supplies, or materials supplied to the Partner under this Agreement are owned by Manager.

6) CHANGES IN NETWORK - Both parties will provide thirty (30) days written notice of any planned, material changes in Network operations affecting the Partner's online service, unless otherwise agreed to by both parties. A "material change" is defined as a change that adds to the complexity of an Application or diminishes the services provided. These changes will include, but are not limited to file format changes, changes in data transfer and retrieval procedures, Application coding changes, URL migrations and interface content changes.

7) PARTNER FEES – Partner is responsible for correctly calculating any Partner fees and providing those fee calculations to Manager. Manager will not assume liability for Partner Application fee miscalculations that have been approved by the Partner as functionally correct. Also, Manager will not assume liability for Partner fee miscalculations due to system errors not caused by any act or omission on the part of Manager.

8) COSTS AND COMPUTER SYSTEMS FOR ELECTRONIC PAYMENT – Manager shall be responsible for all costs in supplying electronic payment reports and payment transaction confirmation numbers to the user. This includes the cost for Manager's interface with the Partner's system in order to provide such electronic payment reports and user payment transaction confirmation number. Such system shall:

a) Supply the payment confirmation number to the user in an understandable and logical format acceptable to the Partner;

b) Supply reports to the Partner in an understandable and logical format; and

c) Be tested, reviewed, and approved by the Partner before it is offered to the user.

9) ONLINE CARD SECURITY – Manager is responsible for online security consistent with online payment card industry standards, specifically, The Payment Card Industry's Data Security Standards ("PCI DSS").

10) TECHNOLOGY STANDARD –Manager agrees to comply with all published Nebraska Information Technology Commission (NITC) standards. NITC standards are available at http://nitc.ne.gov/standards/

11) CONFIDENTIALITY All materials and information provided by the Partner or acquired by the Manager on behalf of the Partner shall be regarded as confidential information. All materials and information provided by the Partner or acquired by the Manager on behalf of the Partner shall be handled in accordance with Federal and State Law, and ethical standards. The Manager shall treat, and shall require that its agents, employees, affiliates, parent company, and subcontractors treat such materials or information as confidential, as required by Federal and State Law. The Manager shall not be responsible for treatment contrary to State and Federal Law by the State, any agency, members of the public, or others not under the control of Manager.

12) AGREEMENT REPRESENTATIVES AND NOTICES - All matters relating to this Agreement shall be directed to the following persons. These designations may be changed following written notice from each party to the other party to this Agreement.

Mailing address:	<Partner Name> <Partner Address> <Partner City, State, Zip Code>
Phone:	<Contact Phone>
Fax:	<Contact Fax>
Email:	<Contact Email>
Mailing Address:	General Manager/Network Manager 301 S 13, Suite 301 Lincoln, NE 68508
Phone:	402 471 7810
Fax:	402-471-7817
Email:	ne-general-manager@nicusa.com
Mailing Address:	Secretary of State 1445 K Street, Suite 2300 Lincoln, NE 68509
Phone:	402-471-1572
Fax:	402-471-3237

13) TERMINATION OF CONTRACT -

a) Either Partner or the Manager shall have the right to terminate this Agreement or any addendum, for cause, subject to cure, by providing written notice of termination, to the other parties. Such notice shall specify the "for cause" reason, including citation to any specific provision of this Agreement, which gives rise to the notice and shall specify action that can be taken by the other party to avoid termination of the Agreement or any addendum. A reasonable period of time of not less than sixty (60) days shall be given to cure, unless as otherwise agreed to by the parties.

For purposes of this Agreement, the phrase "for cause" shall mean any material breach by any party to this Agreement of the terms or conditions of this Agreement and any addendum.

In any instance of material breach by any party to this Agreement, the rights to pursue any and all remedies are available to the parties under the State Contract Claims Act.

b) At the option of the Manager and with thirty (30) days advance written notice to the Partner and NSRB, the Manager may terminate an addendum to this Agreement for a particular service if:

i) There is insufficient interest in such service as demonstrated by low use and inadequate funding; or
ii) There is a continuing failure by the Partner to update and make necessary information available to Manager as required by this agreement.

14) TERM OF AGREEMENT - This Agreement shall commence on the date of execution by all parties and shall be co-terminal with the Master Contract and any extensions or renewals thereof, unless earlier terminated in accordance with the terms of this Agreement.

15) RELATIONSHIP OF PARTIES - Notwithstanding any other provisions contained herein, it is expressly agreed that Manager is an Independent Contractor in the performance of each and every part of this Agreement and not an agent or employee of the NSRB or the Partner.

16) CHANGES, MODIFICATIONS OR AMENDMENTS - This Agreement may be changed, modified or amended at any time by an instrument in writing signed by the NSRB, Manager and the Partner.

17) MARKETING - Partner may provide reasonable marketing space in its publications (if and/or when such exists) at no charge, to allow promotion of Manager or its services.

18) EXHIBIT SPACE - The Partner may provide NSRB or Manager complimentary exhibit space and/or speaker time at any appropriate conventions and/or seminars, which Partner may host (if and/or when such exist).

19) PAYMENT OF FEES – Users of payment services set forth in an addendum to this Agreement will have several payment methods provided by Manager. The following outlines the Agreement for these payment methods.

a) Electronic Check Payments—When Manager is providing payment processing services, Manager will split the fee collected from the user into two transactions: 1. the portal fee and 2. the Partner fee. Manager will send the Partner fee collected from the user to the designated Partner bank account. Manager will send the portal fee amount to an account designated by Manager. The portal fee payable to Manager is outlined in any addendum to this Agreement. Funds will be disbursed to the appropriate Partner bank account within three (3) business days of Manager receiving such funds. Manager shall provide Partner a detailed accounting report (with sensitive identifying information removed) showing all receipts and disbursements described in this section.

b) Credit Card Payments - When Manager is providing payment processing services, Manager will split the fee collected from the user into two transactions: 1. the portal fee and 2. the Partner amount due. Manager will send the Partner fee collected from the user to the designated Partner bank account. Manager will send the portal fee amount to an account designated by Manager. The portal fee payable to Manager is outlined in any addendum to this Agreement. Funds will be disbursed to the appropriate Partner bank account within three (3) business days of Manager receiving such funds. Manager shall provide Partner a detailed accounting report (with sensitive identifying information removed) showing all receipts and disbursements described in this section.

c) Return/Chargeback - In the event a return/chargeback is received, user may incur an additional $15.00 charge by Manager for the recovery of the handling and processing of these returns/chargebacks. The amount charged by Manager for the recovery of the handling and processing of these returns/chargebacks is subject to change without notification to the Partner. Manager will provide online access to a report to the Partner detailing all returns/chargebacks and reasons for the returns/chargebacks on each business day.

d) Refunds --Refunds (funds credited back to the customer) will be initiated by the Partner based on the method provided to the Partner by the Manager. Refunds will be deducted from future Partner disbursements based on the transaction date of the refund.

e) Credit Card Chargebacks--Manager will be responsible for the initial handling and recovery of all monies associated with chargebacks. In the event the Manager is unable to collect funds within sixty (60) days from receipt of notice, Manager will deduct chargeback from a future Partner disbursement. Partner will then be responsible for any business process needed to recover funds for chargebacks.

f) Check Returns--Returned checks will be deducted from Partner Disbursement at the time the return is processed. The Partner will be responsible for collection of any returned checks due to insufficient funds, closed accounts, etc.

g) Fees -Manager will be responsible for all electronic check processing fees, all credit card merchant account fees and chargeback account fees for the Manager merchant ID and for the Partner merchant ID unless otherwise set forth in an addendum to this Agreement.

h) Subscription Services – When Manager is providing subscriber services, such services will be provided in accordance with terms and conditions set forth in the Master Contract Section III, FF –PAYMENT, and any amendments.

20) RECORDS AND FINANCES – All Manager's documents and records relating to Electronic Payment transactions made via the Manager payment processing service shall be available for inspection and auditing in accordance with the Audit Requirements section of the Master Contract.

21) EXISTING SERVICES –All addendums for existing services between Manager and Partner in full force and effect as of one day prior to the date of this Agreement shall remain in full force and effect under this new agreement until such time as they are cancelled, terminated, or amended in accordance with the terms of this agreement or expire under their own terms and shall be considered addendums to this new agreement.

22) ENTIRE AGREEMENT - This Agreement constitutes the complete and exclusive statement of the agreement between the parties hereto and supersedes all other prior written or oral contracts between the parties with respect to the subject matter hereof.

23) GOVERNING LAW – This Agreement shall be governed in all respects by the laws and statutes of the State of Nebraska.

24) SEVERABILITY - If any term or condition of the Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and conditions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

25) ORDER OF PRECEDENCE – In the event of an inconsistency between the documents of this Agreement, the inconsistency will be resolved by giving precedence in the order indicated to the following:

a. Any amendments to the Master Contract
b. The Master Contract
c. An addendum to this Agreement
d. This Agreement

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed by their duly authorized official or officers.

Nebraska Interactive, LLC (Manager)	<Partner Name>
____________________________	____________________________
Brent Hoffman Date General Manager	<Printed Name of Authorized Person> Date <Authorized Person Title/Office>

Nebraska State Records Board (NSRB)

____

Secretary of State John Gale Date
Chairman

Summary List
PayPort Payments Addenda

Nebraska.gov submits these signed Addenda to the Electronic Government Service Level Agreements to the Board. The agreements are for the PayPort Payment online application provided by Nebraska.gov, and use the approved template. No action necessary.

New PayPort Addenda		**NSRB Chairman Signature**
Clay Center, City of	(Addendum One)	12/17/2013
Clay County	(Addendum One)	12/30/2013
Lyons, City of	(Addendum One)	
Neligh, City of	(Addendum One)	12/30/2013
Red Willow County	(Revised Addendum One)	12/17/2013

Addendum (Number)
to the
Electronic Government Service Level Agreement Between
Nebraska Interactive, LLC,
Nebraska State Records Board,
and
(Partner – a state, county or local government of Nebraska)

This Addendum (Number) to the Electronic Government Service Level Agreement made by and among Nebraska Interactive, LLC (hereinafter referred to as Nebraska.gov), the Nebraska State Records Board (NSRB), and (Partner – a state, county or local government of Nebraska) sets forth certain services to be provided by Nebraska.gov (operated under the auspices and authority of the Nebraska State Records Board), prices to be charged for such Nebraska.gov services, and terms of payment for such Nebraska.gov services. The (Partner) has authority to assess and collect the fees described herein.

Project: PayPort for (Partner – a state, county or local government of NE)
Revenue Type: Instant Access
Implementation: 2014

Price Structure is subject to a 10% share of portal revenues.

Service	(Partner) Fee	Nebraska.gov Portal Fee	NSRB Share
PayPort Credit Card	Full statutory/assessed fee charged by Partner	2.49%	10% of Nebraska.gov Portal Fee
PayPort Electronic Check	Full statutory/assessed fee charged by Partner	$1.75	10% of Nebraska.gov Portal Fee

Terms: Nebraska.gov will process the total of all transactions through the Nebraska Interactive merchant account. The shared revenue received pursuant to this addendum shall be deposited by Nebraska.gov in the accounts designated by (Partner) and the NSRB.

Security: A list of Nebraska.gov security provisions may be found at http://www.nebraska.gov/securitypolicy.html

By: ______________________________ Date: ____________________
Authorized Officer
Nebraska Interactive, LLC

By: ______________________________ Date: ____________________
Authorized Officer
Nebraska State Records Board

By: ______________________________ Date: ____________________
Authorized Officer
(Partner – a state, county, or local govt. of NE)

Summary

Nebraska City and County Government

Blanket Addendum

Project: PayPort
This addendum covers all fees related to the collection of fees for PayPort.

Current Process:
PayPort is a service that was developed and has been in use by city and county government offices. Since this service was built so additional offices can be added at any time, a blanket addendum was approved by the Nebraska State Records Board.

Project Overview/Proposal:
New users since the last meeting include:

- City of Clay Center
- Clay County
- City of Lyons
- City of Neligh
- Red Willow County

Market Potential/Target Audience:
The market potential for this service is anyone that needs to pay fees owed to local government. PayPort offers the option for people to use a credit card when making a payment.

Information on what the fee presented is based upon:
This is a service that is unique, in that other vendors are offering ways to collect online payments. In order to be competitive, we set the rates of 2.49% for credit cards and $1.75 for ACH. A blanket addendum was approved by the Nebraska State Records Board.

Anticipated volume of users of the application and what percentage of the total potential users is the anticipated volume:
The anticipated volume is not easily predicted. This is not a mandatory service. There are other payment options available to the customer.

Services that can be paid using this system may include licenses, swimming pool passes, hall rental fees, utilities, and motor vehicle titles.

Expected rate of return over a period of time:
The service continues to expand and offer new options. This involves continued development, testing and training. Customer service is always provided to the users.

The expected rate is not able to be estimated at this time. There are always fees that will be incurred with operating the online service.

NI's investment in this application (any costs incurred):

There was an initial investment to get the service ready to use. There is time spent to set up the service for new offices, including testing and training. There are additional, ongoing fees for running online applications such as customer service, security, back up servers, etc.

NI’s risk in providing this application:

Anytime a transaction is completed online, there is a certain element of risk. NI provides the money to the partner, at times prior to receipt of that money. If there are any returns, NI has to research and gain those funds back from the partner.

Summary List
Real Estate Property Tax Addenda

Nebraska.gov submits these signed Addenda to the Electronic Government Service Level Agreements to the Board. The agreements are for the Real Estate Property Tax online application provided by Nebraska.gov, and use the approved template. No action necessary.

New Real Estate Property Tax Addenda		NSRB Chairman Signature
Dawson County Treasurer	(Addendum 2)	12/30/2013

Addendum (Number)
to the
Electronic Government Service Level Agreement Between
Nebraska Interactive, LLC,
Nebraska State Records Board,
and
(Partner – a state, county or local government of Nebraska)

This Addendum (Number) to the Electronic Government Service Level Agreement made by and among Nebraska Interactive, LLC (hereinafter referred to as Nebraska.gov), the Nebraska State Records Board (NSRB), and (Partner – a state, county or local government of Nebraska) sets forth certain services to be provided by Nebraska.gov (operated under the auspices and authority of the Nebraska State Records Board), prices to be charged for such Nebraska.gov services, and terms of payment for such Nebraska.gov services. (Partner) has authority to assess and collect the fees described herein.

Project: Real Estate Tax Payments for (Partner)
Revenue Type: Instant Access
Implementation: 2014

Price Structure is subject to a 10% share of portal revenues.

Service	(Partner) Fee	Nebraska.gov Portal Fee	NSRB Share
Real Estate Tax Payments Credit Card	Full statutory/assessed fee charged by Partner	2.49%	10% of Nebraska.gov Portal Fee
Real Estate Tax Payments Electronic Check	Full statutory/assessed fee charged by Partner	$3.00	10% of Nebraska.gov Portal Fee

Terms: Nebraska.gov will process the total of all transactions through the Nebraska Interactive merchant account. The shared revenue received pursuant to this addendum shall be deposited by Nebraska.gov in the accounts designated by (Partner) and the NSRB.

Security: A list of Nebraska.gov security provisions may be found at http://www.nebraska.gov/securitypolicy.html

By: ______________________________ Date: ____________________
General Manager – Brent Hoffman
Nebraska Interactive, LLC

By: ______________________________ Date: ____________________
Chairman – Secretary of State John Gale
Nebraska State Records Board

By: ______________________________ Date: ____________________
Authorized Officer
(Partner – a state, county, or local govt. of NE)

Summary

Nebraska City and County Government

Blanket Addendum

Project: Real Estate Tax Payments
This addendum covers all fees related to the collection of fees for Real Estate Tax Payments.

Current Process:
Real Estate Tax Payments is a service that was developed and has been in use by city and county government offices. Since this service was built so additional offices can be added at any time, a blanket addendum was approved by the Nebraska State Records Board.

Project Overview/Proposal:
New users since the last meeting include:

- Dawson County Treasurer

Market Potential/Target Audience:
All counties in Nebraska make up the market potential for this service. We welcome all Counties to use our payment processing system.

Information on what the fee presented is based upon:
The rates of 2.49% for credit cards and $3.00 for ACH were determined after extensive research. A blanket addendum was approved by the Nebraska State Records Board.

Anticipated volume of users of the application and what percentage of the total potential users is the anticipated volume:
The anticipated volume is not easily predicted. There are other payment options available to the customer. A majority of the population has a mortgage, which includes the payment of taxes. Only a small amount of people are responsible for paying the taxes, and there are many options in which to pay.

Expected rate of return over a period of time:

Potential for 2014

County	Potential	at 6% adoption	20%
Dawson	4,000	240	800

NI's investment in this application (any costs incurred):

There was an initial investment to get the service ready to use. There is time spent to set up the service for new offices, including testing and training. There are additional, ongoing fees for running online applications such as customer service, security, back up servers, etc.

This fee does not include the merchant fees involved with processing the transaction.

NI’s risk in providing this application:

Anytime a transaction is completed online, there is a certain element of risk. NI provides the money to the partner, at times prior to receipt of that money. If there are any returns, NI has to research and gain those funds back from the partner.

Summary List
State PayPort Payments Addenda

Nebraska.gov submits these signed Addenda to the Electronic Government Service Level Agreements to the Board. The agreements are for the PayPort Payment online application, for State Agencies/Commissions provided by Nebraska.gov, and use the approved template. No action necessary.

New PayPort Addenda		**NSRB Chairman Signature**
Nebraska Department of Agriculture	(Addendum Eight)	
Nebraska Liquor Control Commission	(Addendum Seven)	11/27/2013
Nebraska State Fire Marshal	(Addendum Four)	12/17/2013

Addendum (Number)
to the
Electronic Government Service Level Agreement Between
Nebraska Interactive, LLC,
Nebraska State Records Board,
and
(Partner – a state government of Nebraska)

This Addendum (Number) to the Electronic Government Service Level Agreement made by and among Nebraska Interactive, LLC (hereinafter referred to as Nebraska.gov), the Nebraska State Records Board (NSRB), and (Partner – a state government of Nebraska) sets forth certain services to be provided by Nebraska.gov (operated under the auspices and authority of the Nebraska State Records Board), prices to be charged for such Nebraska.gov services, and terms of payment for such Nebraska.gov services. The (Partner) has authority to assess and collect the fees described herein.

Project: PayPort for (Partner – a state government of NE), web/online only
Revenue Type: Instant Access
Implementation: 2014

Price Structure is subject to a 10% share of portal revenues.

Service	(Partner) Fee	Nebraska.gov Portal Fee	NSRB Share
PayPort Credit Card	Full statutory/assessed fee charged by Partner	2.49%	10% of Nebraska.gov Portal Fee
PayPort Electronic Check	Full statutory/assessed fee charged by Partner	$1.75	10% of Nebraska.gov Portal Fee

Terms: Nebraska.gov will process the total of all transactions through the Nebraska Interactive merchant account. The shared revenue received pursuant to this addendum shall be deposited by Nebraska.gov in the accounts designated by (Partner) and the NSRB.

Security: A list of Nebraska.gov security provisions may be found at http://www.nebraska.gov/securitypolicy.html

By: ______________________________ Date: ____________________
Authorized Officer
Nebraska Interactive, LLC

By: ______________________________ Date: ____________________
Authorized Officer
Nebraska State Records Board

By: ______________________________ Date: ____________________
Authorized Officer
(Partner – a state govt. of NE)

Summary

Nebraska State Government

Blanket Addendum for PayPort for State Agencies Web/Online functionality only

Project: PayPort for State Agencies, with web/online functionality only
This addendum covers all fees related to the collection of fees for Nebraska State government offices, using the PayPort payment processing system.

Current Process:
PayPort is a service that was developed and has been in use by city and county government offices, and now Nebraska State government offices. Since this service was built so additional offices can be added at any time, a blanket addendum was approved by the Nebraska State Records Board.

Project Overview/Proposal:
New users since the last meeting include:

- Nebraska Liquor Control Commission
- Nebraska State Fire Marshal
- Nebraska Department of Agriculture

Market Potential/Target Audience:
This service would be available to any State agency that wants to collect data and fees using the PayPort payment processing system.

The market potential for this service varies, depending on the agency and the services available for payments.

Information on what the fee presented is based upon:
The Nebraska State Records Board has already approved this pricing model for local agencies. A blanket addendum was approved by the Nebraska State Records Board on November 6, 2013.

Anticipated volume of users of the application and what percentage of the total potential users is the anticipated volume:
The user will have multiple payment options. It is difficult to estimate how many people will use the PayPort option.

Expected rate of return over a period of time:
Estimates for the rate of return cannot be estimated at this time, for this service. There will always be costs associated with the service for NI, which includes enhancements, testing, training, hosting, security, and customer support.

NI's investment in this application (any costs incurred):

NI has invested time and resources to prepare the service for use at the State level of government. For any service that NI provides, there are investments made in providing security, back up servers, customer service and more. PayPort has costs associated with it, for each agency using PayPort, which includes set up, training and on-going support, in addition to hosting, security and enhancements to the service.

NI's risk in providing this application:

There is a risk with any online transaction. NI disburses the funds to the agency, prior to receipt of the money. If NI is notified of a return, then research must be completed and the partner contacted.

NI takes on the risk that there are no guaranteed transactions for the service.

Addendum One
To the
Electronic Government Service Level Agreement
Between
Nebraska Interactive, LLC,
Nebraska State Records Board,
and
Motor Vehicles, Department of

This Addendum One to the Electronic Government Service Level Agreement made by and among Nebraska Interactive, LLC (hereinafter referred to as Nebraska.gov), the Nebraska State Records Board (NSRB), and the Department of Motor Vehicles (DMV) sets forth certain services to be provided by Nebraska.gov (operated under the auspices and authority of the Nebraska State Records Board), prices to be charged for such Nebraska.gov services, and terms of payment for such Nebraska.gov services. The DMV has authority to assess and collect the fees described herein.

This Addendum One supersedes and replaces any previous signed agreement covering Driver and Vehicle Records fees.

Project: Portal fees for Driver and Vehicle Records
Implementation: 2014

Service	(Partner) Fee	Nebraska.gov Portal Fee	NSRB Share
Motor Vehicle Registration Renewal Electronic Check	Full statutory/assessed fee charged by Partner	$3.00 per transaction	10% of NI Portal Fee
Motor Vehicle Registration Renewal Credit Card	Full statutory/assessed fee charged by Partner	3.00% with a $2.00 minimum per transaction	10% of NI Portal Fee
Driver's License Record	Full statutory/assessed fee charged by Partner	$1.00 per record	10% of NI Portal Fee
Driver License Record Monitoring**	Full statutory/assessed fee charged by Partner	33 1/3 % per record, per month	10% of NI Portal Fee
Certified Driver Record Transcript	Full statutory/assessed fee charged by Partner	$1.00 per record	10% of NI Portal Fee
Title Registration and Lien Search (Interactive)	Full statutory/assessed fee charged by Partner	$0.60 per record	10% of NI Portal Fee
Title, Lien, & Registration Special Requests (Initial Set-up/programming)	N/A	$55-500 Fee	10% of NI Portal Fee
Title, Lien, & Registration Special Requests (Up to 2,000 Records)	Full statutory/assessed fee charged by Partner	$16.00 per run	10% of NI Portal Fee
Title, Lien, & Registration Special Requests (Over 2,000 Records)	Full statutory/assessed fee charged by Partner	$8 per 1,000 records	10% of NI Portal Fee
Specialty/Organizational Vehicle License Plate Order	Full statutory/assessed fee charged by Partner	$3.00 per transaction	10% of NI Portal Fee

** For those drivers who have a change in their record during a given month, a driver abstract will be provided and the statutorily required $3.00 fee will be charged.

Terms: Nebraska.gov will process the total of all transactions through the Nebraska Interactive merchant account. The shared revenue received pursuant to this addendum shall be deposited by Nebraska.gov in the accounts designated by (Partner) and the NSRB.

Security: A list of Nebraska.gov security provisions may be found at http://www.nebraska.gov/securitypolicy.html

By: ______________________ Date: 1/17/14

General Manager – Brent Hoffman
Nebraska Interactive, LLC

By: ______________________ Date: ______________

Chairman – Secretary of State John Gale
Nebraska State Records Board

By: Rhonda K. Lahm Date: 17 Jan 2014

Director – Rhonda K Lahm
Department of Motor Vehicles

Summary

Motor Vehicles, Department of

Addendum One

Project: Portal fees for Driver and Vehicle Records
The Deparment of Motor Vehicles, Nebraska State Records Board and Nebaska.gov have signed the standard EGSLA for the Department of Motor Vehicles. This addendum is presented to document the existing services under the standard EGSLA.

Addendum Two
To the
Electronic Government Service Level Agreement
Between
Nebraska Interactive, LLC,
Nebraska State Records Board,
and
Motor Vehicles, Department of

This Addendum Two to the Electronic Government Service Level Agreement made by and among Nebraska Interactive, LLC (hereinafter referred to as Nebraska.gov), the Nebraska State Records Board (NSRB), and the Department of Motor Vehicles (DMV) sets forth certain services to be provided by Nebraska.gov (operated under the auspices and authority of the Nebraska State Records Board), prices to be charged for such Nebraska.gov services, and terms of payment for such Nebraska.gov services. The DMV has authority to assess and collect the fees described herein.

This Addendum Two supersedes and replaces any previous signed agreement covering Driver Licensing Services fees.

Project: Portal fees for Driver Licensing Services
Implementation: 2014

Service	(Partner) Fee	Nebraska.gov Portal Fee	NSRB Share
Public Online Driver Licensing Services (state identification card, operator's permit, or operator's license order/renewal/duplicate)	Full statutory/assessed fee charged by Partner	$1.25 per transaction	10% of NI Portal Fee
Public Online Driver Licensing Services (Ignition Interlock Permit order/renewal/duplicate)	Full statutory/assessed fee charged by Partner	$3.00 per transaction	10% of NI Portal Fee

Terms: Nebraska.gov will process the total of all transactions through the Nebraska Interactive merchant account. The shared revenue received pursuant to this addendum shall be deposited by Nebraska.gov in the accounts designated by (Partner) and the NSRB.

Security: A list of Nebraska.gov security provisions may be found at http://www.nebraska.gov/securitypolicy.html

By: ______________________ Date: 1/17/14
General Manager – Brent Hoffman
Nebraska Interactive, LLC

By: ______________________ Date: ______________
Chairman – Secretary of State John Gale
Nebraska State Records Board

By: Rhonda K Lahm Date: 17 Jan 2014
Director – Rhonda K Lahm
Department of Motor Vehicles

Summary

Motor Vehicles, Department of

Addendum Two

Project: Portal fees for Driver Licensing Services
The Deparment of Motor Vehicles, Nebraska State Records Board and Nebaska.gov have signed the standard EGSLA for the Department of Motor Vehicles. This addendum is presented to document the existing services under the standard EGSLA.

Addendum Three
To the
Electronic Government Service Level Agreement
Between
Nebraska Interactive, LLC,
Nebraska State Records Board,
and
Motor Vehicles, Department of

This Addendum Three to the Electronic Government Service Level Agreement made by and among Nebraska Interactive, LLC (hereinafter referred to as Nebraska.gov), the Nebraska State Records Board (NSRB), and the Department of Motor Vehicles (DMV) sets forth certain services to be provided by Nebraska.gov (operated under the auspices and authority of the Nebraska State Records Board), prices to be charged for such Nebraska.gov services, and terms of payment for such Nebraska.gov services. The DMV has authority to assess and collect the fees described herein.

Project: Portal fees for Financial Responsibility Division
Implementation: 2014

Service	(Partner) Fee	Nebraska.gov Portal Fee	NSRB Share
Public Online Reinstatement Services (Operator's License Reinstatement Fees)	Full statutory/assessed fee charged by Partner	$3.00 per transaction	10% of NI Portal Fee

Terms: Nebraska.gov will process the total of all transactions through the Nebraska Interactive merchant account. The shared revenue received pursuant to this addendum shall be deposited by Nebraska.gov in the accounts designated by (Partner) and the NSRB.

Security: A list of Nebraska.gov security provisions may be found at http://www.nebraska.gov/securitypolicy.html

By: ______________________ Date: 1/17/14
General Manager – Brent Hoffman
Nebraska Interactive, LLC

By: ______________________ Date: ______________
Chairman – Secretary of State John Gale
Nebraska State Records Board

By: Rhonda K Lahm Date: 17 Jan 2014
Director – Rhonda K Lahm
Department of Motor Vehicles

Summary

Motor Vehicles, Department of

Addendum Three

Project: Portal fees for Driver and Vehicle Records/Online Reinstatements
The Deparment of Motor Vehicles, Nebraska State Records Board and Nebaska.gov have signed the standard EGSLA for the Department of Motor Vehicles. This addendum is presented to the NSRB for approval as the original contract was never signed by the NSRB.

Summary: In 2008, the service for online reinstatements was launched. Through our contract audit process with the DMV to streamline all existing DMV contracts, we found that this particular service was never presented to the Nebraska State Records Board for approval. This was discussed with the current DMV director and she has agreed the proposed $3 portal fee is acceptable. We respectfully submit this Addendum Three to the EGSLA between Nebraska.gov, DMV and the NSRB for approval.

Addendum Four
To the
Electronic Government Service Level Agreement
Between
Nebraska Interactive, LLC,
Nebraska State Records Board,
and
Motor Vehicles, Department of

This Addendum Four to the Electronic Government Service Level Agreement made by and among Nebraska Interactive, LLC (hereinafter referred to as Nebraska.gov), the Nebraska State Records Board (NSRB), and the Department of Motor Vehicles (DMV) sets forth certain services to be provided by Nebraska.gov (operated under the auspices and authority of the Nebraska State Records Board), prices to be charged for such Nebraska.gov services, and terms of payment for such Nebraska.gov services. The DMV has authority to assess and collect the fees described herein.

This Addendum Four supersedes and replaces any previous signed agreement covering Motor Carrier Services Division fees.

Project: Portal fees for Motor Carrier Services Division
Implementation: 2014

Service	**(Partner) Fee**	**Nebraska.gov Portal Fee**	**NSRB Share**
International Registration Plan Services (Electronic Check Apportioned Fees(IRP))	Full statutory/assessed fee charged by Partner	$1.25 per transaction	10% of NI Portal Fee
International Registration Plan Services (Credit Card Apportioned Fees (IRP))	Full statutory/assessed fee charged by Partner	3% per transaction	10% of NI Portal Fee
International Fuel Tax Agreement Services (Electronic Check (IFTA))	Full statutory/assessed fee charged by Partner	$1.25 per transaction	10% of NI Portal Fee
International Fuel Tax Agreement Services (Credit Card (IFTA))	Full statutory/assessed fee charged by Partner	3% per transaction	10% of NI Portal Fee
Single Trip Permits (Credit Card Proration Permit)	Full statutory/assessed fee charged by Partner	$2.00 per transaction	10% of NI Portal Fee
Single Trip Permits (Credit Card Fuel Permit)	Full statutory/assessed fee charged by Partner	$2.00 per transaction	10% of NI Portal Fee
Single Trip Permits (Credit Card Proration Permit & Fuel Permit)	Full statutory/assessed fee charged by Partner	$4.00 per transaction	10% of NI Portal Fee

Terms: Nebraska.gov will process the total of all transactions through the Nebraska Interactive merchant account. The shared revenue received pursuant to this addendum shall be deposited by Nebraska.gov in the accounts designated by (Partner) and the NSRB.

Security: A list of Nebraska.gov security provisions may be found at http://www.nebraska.gov/securitypolicy.html

By: ______________________ Date: 1/17/14

General Manager – Brent Hoffman
Nebraska Interactive, LLC

By: ______________________________ Date: ______________

Chairman – Secretary of State John Gale
Nebraska State Records Board

By: Rhonda K. Lahm Date: 17 Jan 2014

Director – Rhonda K Lahm
Department of Motor Vehicles

Summary

Motor Vehicles, Department of

Addendum Four

Project: Portal fees for Motor Carrier Services Division
The Deparment of Motor Vehicles, Nebraska State Records Board and Nebaska.gov have signed the standard EGSLA for the Department of Motor Vehicles. This addendum is presented to document the existing services under the standard EGSLA.

AGREEMENT FOR SERVICES

Between

Nebraska State Records Board

And

Office of the Chief Information Officer

For the purpose of providing assistance in writing and coordinating an RFP

February 5, 2014

This service agreement ("Agreement") effective February 5, 2014 is made by and between the Nebraska State Records Board ("Board") and the Office of the Chief Information Officer ("OCIO").

RECITALS:

A. The Board is authorized to employ or contract with a network manager ("network manager") to provide the infrastructure and services needed to implement and operate the portal and direct and supervise the day-to-day operations and expansion of the portal.
B. The Board desires to solicit bids or proposals for a network manager in preparation for the awarding of a network manager contract to commence February 1, 2016 and wishes the OCIO to assist with the preparation of the Request for Proposal ("RFP") and the coordination of the evaluation process.
C. The OCIO has knowledge and experience in the preparation and review of RFPs relating to information and technology.

NOW, THEREFORE, the parties hereby agree as follows:

1. **Term of Agreement**. This agreement shall begin on February 5, 2014 and shall terminate on July 1, 2015 unless sooner terminated in accordance with this agreement. This agreement may be renewed or extended upon the mutual written agreement of both parties.

2. **Duties of the OCIO.**

   a. The OCIO will provide personnel to the Board to write and coordinate an RFP for a network manager including gathering requirements, documenting, and coordinating the RFP process between the Board and State Purchasing.

   b. OCIO will provide 2 key personnel:
      Applications Developer – Senior
      Dave Hattan, Supervisor/IT Manager I.

      Supervisor/IT Manager I role will be that of advisor to the Applications Developer – Senior. Applications Developer – Senior will assist in the requirements gathering, documenting, and coordinating the RFP process between the Board and State Purchasing. The Applications Developer – Senior assigned to the project shall be approved by the Executive Director. Key personnel shall not be changed without the prior written approval of the Executive Director.

   c. OCIO will provide and consult with OCIO personnel with specific areas of expertise, Department of Administrative Services, Materiel Division personnel, and others necessary to carry out its duties under this Agreement.

   d. OCIO does not expect this to be a full time assignment and OCIO staff will have other projects on-going at the same time.

   e. OCIO will conduct (i) on-site meetings; (ii) conference calls; (iii) proactive follow-up; and (iv) ongoing review of documents, proposals, standards, rules and regulations, and laws applicable to the network manager RFP.

f. OCIO will research and suggest criteria, specifications, and requirements for the RFP and will pay special attention to specific areas of concern identified by the Board.

g. OCIO staff will coordinate the evaluation, create the evaluation criteria, and create the rating scale used to evaluate the responses to the RFP but will only participate in the formal evaluation of bid responses if asked to perform in that capacity.

h. OCIO will devote its best efforts and give sufficient time to advance the interests of the Board.

3. Duties of the Board

a. The Board will provide copies of all relevant documents pertaining to the 2010 RFP process to the OCIO.

b. The Board will determine the actual business requirements that, between OCIO personnel and Board personnel, will be placed into the RFP.

c. The Board will approve the evaluation criteria, the evaluation committee, and the rating scale used to evaluate the responses to the RFP.

4. Ownership of Work Product. The Board will be the owner of the RFP. All books, records, files, forms, data, reports, accounts and documents relating in any manner to the RFP, whether prepared by the OCIO or anyone else, shall be the exclusive property of the Board and shall be returned immediately to the Board upon termination of the Agreement or upon the Board's request at any time.

5. Confidential Information. The OCIO will have access to information, materials or documents that in general are public information and may be subject to disclosure. Inasmuch as the OCIO will acquire or have access to information that is of a confidential and secret nature, the OCIO agrees to keep secret and not disclose to others nor make personal use of any confidential information without the Board's prior written approval.

6. Compensation. The Board shall compensate OCIO for services rendered under this Agreement on an hourly basis as follows:

a. Applications Developer – Senior rate is $72.25/hour. The rate for Applications Developer – Senior may be adjusted up to $75.25/hour at the option of the OCIO.

b. Supervisor/IT Manager I and other OCIO staff consulted for their specific areas of expertise will not bill for their time as defined above.

c. It is not anticipated that OCIO staff will travel outside of Lincoln to carry out their duties under this Agreement. Any travel outside of Lincoln must be pre-approved by the Executive Director of the Board. If travel is approved, the Board will reimburse OCIO for expenses for all traveling staff including parking fees, mileage, overnight lodging, and meals as authorized by the State of Nebraska.

d. The total amount for services and expenses provided under this Agreement shall not exceed $40,000.

7. **Job Code/Work Order(s)/billing.** The Board will provide a job code and work order for IBT billing purposes. All hours will be entered in to the Clarity project management tool. At the end of each month, OCIO shall submit to the Executive Director of the Board an accurate, detailed, monthly invoice showing the dates and hours worked, the personnel who performed the task, and the daily tasks performed for that month. OCIO will bill the Board through a monthly IBT.

8. **Estimated Target Dates:**

February 5, 2014 - December 2014 Develop and Finalize RFP

- First draft of RFP with changes noted on or before March 5, 2014 in anticipation of the May 7, 2014 Board meeting.
- Second draft of RFP with changes noted on or before July 5, 2014 in anticipation of the August 6, 2014 Board meeting.
- Third draft of RFP with changes noted on or before October 5, 2014 in anticipation of the November 19, 2014 Board meeting.

January 2015 - February 2015 Release RFP
February 2015 - June 30, 2015 review and analysis of RFP responses
Completion by June 30, 2015

9. **Key Stakeholders:**

Nebraska State Records Board
440 S. 8th Street, Suite 210
Lincoln, NE 68508-2294

Office of the Chief Information Officer
Brenda Decker, Chief Information Officer
501 S. 14th Street
Lincoln, NE 68508

10. **Key Contacts:**

Cathy Danahy, Executive Director
Nebraska State Records Board
440 S. 8th Street, Suite 210 Lincoln, NE 68508-2294
(402) 471-2745
cathy.danahy@nebraska.gov

Colleen Byelick
General Counsel
Nebraska Secretary of State's Office
1445 K Street, Suite 2300
Lincoln, NE 68509-4608
(402) 471-8076
Colleen.byelick@nebraska.gov

Dave Hattan

IT Manager I
Office of the Chief Information Officer
501 S. 14th Street
Lincoln, NE 68508
(402) 471-0648
David.Hattan@nebraska.gov

11. **Termination.** The Board may, without cause, terminate this Agreement at any time by giving immediate written notice to the OCIO. The OCIO may, without cause, terminate this Agreement by giving 15 days written notice to the Board of its intent to terminate this contract. During the 15 day period after such notice is sent, if any, the parties shall continue to act toward each other in good faith.

12. **Notices.** Any notice given in connection with this Agreement shall be given in writing and delivered by certified mail, return receipt requested, to the key contacts at their addresses listed above.

13. **Entire Agreement**. This is the entire agreement between the parties and cannot be changed or modified orally. This agreement may be supplemented, amended or revised only by a writing which is signed by both of the parties.

IN WITNESS WHEREOF, this Agreement has been executed effective as of the date it is signed by the last of the parties hereto.

John A. Gale, Secretary of State,
Chairman, Nebraska State Records Board_______
Typed name and title

____ Date: ____________
Signature

Brenda L. Decker, Chief Information Officer______
Typed name and title

____ Date: _____________
Signature

Nebraska Interactive, LLC

Financial Statements
December 31, 2012 and 2011

Nebraska Interactive, LLC
Index
December 31, 2012 and 2011

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Independent Auditor's Report

To the Board of Directors of
Nebraska Interactive, LLC

We have audited the accompanying financial statements of Nebraska Interactive, LLC (the "Company"), which comprise the balance sheets as of December 31, 2012 and 2011, and the related statements of income, of changes in member's equity and of cash flows for the years then ended.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the Company's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Nebraska Interactive, LLC at December 31, 2012 and 2011, and the results of its operations and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

PricewaterhouseCoopers LLP

June 4, 2013

PricewaterhouseCoopers LLP, 1100 Walnut, Suite 1300, Kansas City, MO 64106
T: (816) 472 7921, F: (816) 218 1890, www.pwc.com/us

Nebraska Interactive, LLC
Balance Sheets
December 31, 2012 and 2011

	2012	2011
Assets		
Current assets		
Cash	$ 1,286,659	$ 771,650
Trade accounts receivable, net	1,257,896	1,379,173
Prepaid expenses and other current assets	18,290	17,477
Deferred income taxes	12,743	14,330
Total current assets	2,575,588	2,182,630
Property and equipment, net	97,765	134,643
Other assets	3,878	3,878
Total assets	$ 2,677,231	$ 2,321,151
Liabilities and Member's Equity		
Current liabilities		
Accounts payable	$ 1,952,897	$ 1,540,499
Accrued expenses	116,942	67,199
Due to affiliated companies	261,583	-
Deferred rent	2,033	613
Total current liabilities	2,333,455	1,608,311
Deferred rent	382	2,284
Deferred income taxes, net	29,778	44,193
Other long-term liabilities (Notes 2 and 5)	3,827	20,473
Total liabilities	2,367,442	1,675,261
Commitments and contingencies (Notes 2, 6 and 7)	-	-
Member's equity		
Member's equity, 100 units outstanding	113,352	113,352
Accumulated earnings	196,437	997,764
Due from affiliated companies	-	(465,226)
Total member's equity	309,789	645,890
Total liabilities and member's equity	$ 2,677,231	$ 2,321,151

The accompanying notes are an integral part of these financial statements.

Nebraska Interactive, LLC
Statements of Income
Years Ended December 31, 2012 and 2011

	2012	2011
Revenues	$ 3,884,660	$ 3,302,019
Cost of portal revenues (Notes 2, 7 and 8)	3,029,310	2,766,516
Operating income	855,350	535,503
Loss on disposal of assets	-	(373)
Income before income taxes	855,350	535,130
Income tax expense (benefit)		
Current	349,868	172,016
Deferred	(23,031)	38,311
Net income	$ 528,513	$ 324,803

The accompanying notes are an integral part of these financial statements.

Nebraska Interactive, LLC
Statements of Changes in Member's Equity
Years Ended December 31, 2012 and 2011

	Member's Equity		Accumulated	Due From Affiliated	
	Units	Amount	Earnings	Companies	Total
Balance at January 1, 2011	100	$ 113,352	$ 2,003,453	$ (1,180,912)	$ 935,893
Increase in due from affiliated companies (Note 7)	-	-	-	(614,806)	(614,806)
Noncash dividend declared (Note 7)	-	-	(1,330,492)	1,330,492	-
Net income	-	-	324,803	-	324,803
Balance at December 31, 2011	100	113,352	997,764	(465,226)	645,890
Increase in due from affiliated companies (Note 7)	-	-	-	(864,614)	(864,614)
Noncash dividend declared (Note 7)	-	-	(1,329,840)	1,329,840	-
Net income	-	-	528,513	-	528,513
Balance at December 31, 2012	100	$ 113,352	$ 196,437	$ -	$ 309,789

The accompanying notes are an integral part of these financial statements.

Nebraska Interactive, LLC
Statements of Cash Flows
Years Ended December 31, 2012 and 2011

	2012	2011
Cash flows from operating activities		
Net income	$ 528,513	$ 324,803
Adjustments to reconcile net income to net cash provided by operating activities:		
Depreciation	32,346	10,216
Loss on disposal of assets	-	373
Deferred income taxes	(23,031)	38,311
Changes in operating assets and liabilities:		
(Increase) decrease in trade accounts receivable, net	121,277	(233,119)
Decrease in prepaid expenses and other current assets	23,034	31,939
Increase in accounts payable	412,398	325,559
Increase (decrease) in accrued expenses	49,743	(6,311)
Increase (decrease) in deferred rent	(482)	1,029
Increase (decrease) in other long-term liabilities	(16,646)	2,656
Net cash provided by operating activities	1,127,152	495,456
Cash flows from investing activities		
Purchases of property and equipment	(19,315)	(112,032)
Payments to affiliated companies, net	(864,614)	(598,654)
Net cash used in investing activities	(883,929)	(710,686)
Cash flows from financing activities		
Advances from affiliated companies, net	271,786	-
Net cash provided by financing activities	271,786	-
Net increase (decrease) in cash	515,009	(215,230)
Cash		
Beginning of year	771,650	986,880
End of year	$ 1,286,659	$ 771,650
Other cash flow information:		
Noncash dividend declared	$ 1,329,840	$ 1,330,492

The accompanying notes are an integral part of these financial statements.

1. The Company and Basis of Presentation

The Company

Nebraska Interactive, LLC, formerly Nebraska Interactive, Inc. (the "Company"), was incorporated on November 22, 1994 to design, build and operate an Internet-based portal for the state of Nebraska (the "State") that allows businesses and citizens to complete transactions and obtain government information via the Internet. The Company is a wholly owned subsidiary of NICUSA, Inc. ("NICUSA"). NICUSA is a wholly owned subsidiary of NIC Inc. ("NIC").

On December 3, 1997, the Company entered into a contract with the Nebraska State Records Board ("NSRB") to develop and operate applications for the State portal. The contract includes limitations and provisions for the rates the Company can charge and the amount of remuneration to each government agency. On January 31, 2004, the NSRB became entitled to a perpetual for use only license for the applications the Company developed, with no additional compensation due to the Company. The current contract runs through January 31, 2016.

Basis of Presentation

Certain amounts in the 2011 financial statements have been reclassified to conform to the 2012 presentation.

2. Summary of Significant Accounting Policies

Property and Equipment

Property and equipment are carried at cost less accumulated depreciation. Depreciation is computed using the straight-line method over the estimated useful lives of the assets. When assets are retired or otherwise disposed of, the cost and related accumulated depreciation are removed from the accounts and any resulting gain or loss is included in the statements of income for the period. The cost of maintenance and repairs is charged to expense as incurred; significant renewals and betterments are capitalized.

The Company periodically evaluates the carrying value of property and equipment to be held and used when events and circumstances warrant such a review. The assets are reviewed in total, since the uses of certain assets are provided free of charge for the benefit of the State's portal. The carrying value of property and equipment is considered impaired when the anticipated undiscounted cash flows from the assets are less than the carrying value. In that event, a loss is recognized based on the amount by which the carrying value exceeds the fair value of the assets. Fair value is determined primarily using the anticipated cash flows discounted at a rate commensurate with the risk involved. Losses on assets to be disposed of are determined in a similar manner, except that fair values are reduced for the cost to dispose. The Company did not record any impairment losses on property and equipment during 2012 or 2011.

Deferred Rent

The Company accounts for certain operating leases containing predetermined fixed increases of the base rental rate during the lease term as rental expense on a straight-line basis over the lease term. The Company has recorded the difference between the amounts charged to operations and amounts payable under the leases as deferred rent in the accompanying balance sheets.

Revenue Recognition

The Company recognizes revenue from providing outsourced government portal services (primarily transaction-based fees) net of the transaction fees due to the government when the services are provided. Revenues from application development services provided to the State are recognized as the services are provided at rates agreed to between the parties. For the years ended December 31, 2012 and 2011, gross revenues were $7,602,032 and $6,796,542, respectively, and transaction fees paid to the government were $3,717,372 and $3,494,523, respectively. The transaction fees that the Company must remit to state agencies for data access and other statutory fees are accrued as accounts payable at the time services are provided and must be remitted regardless of whether the Company ultimately collects the fees from its customers. As a result, trade accounts receivable and accounts payable reflect the gross amounts outstanding at the balance sheet dates.

In connection with the revenues generated under the contract with the NSRB, the Company pays the NSRB 10% of net transaction revenue for certain existing services. Net transaction revenue is defined in the contract as gross revenues collected by the Company less the payment of agency portions of transaction fees. For the years ended December 31, 2012 and 2011, total payments made to the NSRB under this revenue sharing arrangement totaled approximately $260,000 and $230,000, respectively, and are included in cost of portal revenues in the statements of income.

Cost of Portal Revenues
The Company expenses as incurred the employee costs to develop, operate and maintain the government portal as cost of portal revenues in the statements of income. Cost of portal revenues includes all direct costs associated with operating the State's portal on an outsourced basis including employee compensation (including stock-based compensation), subcontractor labor costs, telecommunications, data processing, bank fees, fees required to process credit/debit card and automated clearinghouse transactions, maintenance and all other costs associated with the provision of dedicated client service such as office facilities.

Stock-Based Compensation
The Company measures stock-based compensation cost at the grant date, based on the calculated fair value of the award, and recognizes an expense over the employee's requisite service period (generally the vesting period of the grant). The Company estimates and excludes compensation cost related to awards not expected to vest based upon estimated forfeitures.

Eligible employees of the Company participate in NIC's stock option and restricted stock plan and stock purchase plan. For each of the years ended December 31, 2012 and 2011, the Company recognized approximately $38,000 in stock-based compensation expense, which has been included in cost of portal revenues in the statements of income.

Income Taxes
Deferred income taxes are recognized for the tax consequences in future years of differences between the tax basis of assets and liabilities and their financial reporting amounts at each year end based on enacted laws and statutory tax rates applicable to the periods in which the differences are expected to affect taxable income. NIC, along with its subsidiaries, files a consolidated federal income tax return. The provision for income taxes is generally allocated to the Company under the separate return method; however, when the Company generates losses or credits, it is given benefit for such losses or credits as they are used by other members of the consolidated group.

The Company does not recognize a tax benefit for uncertain tax positions unless management's assessment concludes that it is "more likely than not" that the position is sustainable, based on its technical merits. If the recognition threshold is met, the Company recognizes a tax benefit based upon the largest amount of the tax benefit that is greater than 50% likely to be realized. The

Company recognizes interest and penalties, if any, related to unrecognized tax benefits in income tax expense in the statements of income. See Note 5 for additional information regarding the Company's liability for unrecognized tax benefits at the balance sheet dates.

Fair Value of Financial Instruments
The carrying value of the Company's accounts receivable and accounts payable approximate fair value.

Indemnification
Under the Company's contract with the NSRB, the Company has agreed to fully indemnify the NSRB against third party claims that the Company's services infringe upon the intellectual property rights of others and against claims arising from the Company's performance or the performance of the Company's subcontractors under the contract. The Company has not experienced such claims. Accordingly, the Company had not accrued any liability on the aforementioned indemnification obligations at the balance sheet dates.

Under the terms of the contract with the NSRB, the Company is bound by a performance bond commitment totaling $500,000. The Company has never had any defaults resulting in draws on the performance bond.

Use of Estimates
The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

3. Concentration of Credit Risk

Financial instruments that potentially subject the Company to significant concentrations of credit risk consist primarily of cash and accounts receivable. The Company limits its exposure to credit loss by depositing its cash with high credit quality financial institutions and monitoring the financial stability of those institutions. In November 2010, the Federal Deposit Insurance Corporation ("FDIC") adopted a final rule to implement Section 343 of the Dodd-Frank Wall Street Reform and Consumer Protection Act, which provides temporary unlimited deposit insurance coverage for noninterest bearing transaction accounts at all FDIC-insured depository institutions effective December 31, 2010 through December 31, 2012. At December 31, 2012, the Company's cash was held entirely in domestic noninterest bearing transaction accounts, which limits its exposure to credit loss. Effective January 1, 2013, the FDIC provides deposit insurance coverage up to $250,000 for noninterest bearing transaction accounts at all FDIC-insured depository institutions. At January 1, 2013, $250,000 of the Company's cash was covered by FDIC deposit insurance, and $1,036,659 in cash was above the FDIC deposit insurance limit. The Company performs ongoing credit evaluations of its customers and generally requires no collateral to secure accounts receivable. At both December 31, 2012 and 2011, the Company's allowance for doubtful accounts was approximately $2,800. Due to the high credit worthiness of the Company's customers, consisting mainly of data resellers and insurance companies, the Company considers the remaining accounts receivable to be fully collectible. The Company did not experience any significant credit losses for the periods reported.

The highest volume, most commercially valuable service the Company offers is access to driver history records (referred to as DMV) through the portal. This service accounted for approximately 27% and 32% of the Company's revenue in 2012 and 2011, respectively. In addition, the Company offers an online service to search court records. This service accounted for approximately 24% and 23% of the Company's revenues in 2012 and 2011, respectively. The Company also provides an online renewal service for motor vehicle license plates. This service accounted for approximately 17% and 14% of the Company's revenues in 2012 and 2011, respectively.

A primary source of revenue is derived from data resellers, who use the portal to access DMV records for the auto insurance industry. For the years ended December 31, 2012 and 2011, the Company derived 17% and 21%, respectively, of its revenues from one data reseller. At December 31, 2012 and 2011, 10% and 11%, respectively, of its accounts receivable were from this same data reseller.

4. Property and Equipment

Property and equipment consisted of the following at December 31:

	2012	2011	Useful Lives
Furniture and fixtures	$ 11,554	$ 4,715	8 years
Equipment	34,847	27,562	3–5 years
Purchased software	6,755	4,714	3 years
Leasehold improvement	101,464	125,311	Lesser of 5 years or term of lease
	154,620	162,302	
Less accumulated depreciation	(56,855)	(27,659)	
	$ 97,765	$ 134,643	

Depreciation expense for the years ended December 31, 2012 and 2011 was $32,346 and $10,216, respectively.

5. Income Taxes

At December 31, 2012 and 2011, deferred tax assets and liabilities resulted primarily from differences between book and tax depreciation, deferred rent, allowance for doubtful accounts, stock-based compensation and accrued but unused employee vacation expense.

A reconciliation of the beginning and ending amount of the liability for unrecognized income tax benefits (included in other long-term liabilities in the balance sheets) for the years ended December 31, 2012 and 2011 is as follows:

	2012	2011
Balance at beginning of year	$ 20,473	$ 17,817
Additions for tax positions of prior years	949	1,426
Reductions for tax positions of prior years	(17,595)	-
Additions for tax positions of current year	-	1,230
Balance at end of year	$ 3,827	$ 20,473

It is expected that the amount of unrecognized tax benefits will change in the next 12 months. However, the Company does not expect the change to have a significant impact on its results of operations or financial condition.

The Company recognizes accrued interest and penalties associated with uncertain tax positions as part of income tax expense in the statements of income. At December 31, 2012 and 2011, accrued interest and penalty amounts were not material.

State income tax returns are generally subject to examination for a period of three to five years after filing of the respective return.

6. Operating Leases

The Company leases its office space and certain equipment under noncancelable operating leases. The future minimum lease payments under all noncancelable operating leases at December 31, 2012 are as follows:

Fiscal Year	
2013	$ 53,859
2014	8,934
	$ 62,793

Operating lease expense for the years ended December 31, 2012 and 2011 was approximately $61,000 and $63,000, respectively.

The lease for office space is a four-year lease that runs through February 2014 with varying annual rent amounts ranging from approximately $49,000 to $54,000. The Company has an option to extend the lease for an additional two-year term with varying annual rent amounts ranging from approximately $54,000 to $55,000.

7. Related Party Transactions

The balance due to affiliated companies at December 31, 2012 is noninterest bearing and due on demand. The amount due from affiliated companies at December 31, 2011 consisted primarily of cash advanced to affiliates and reduced by the payment of taxes, operating expenses paid by the affiliates on behalf of the Company and by dividends declared.

On June 1, 2012 and 2011, the Company declared noncash dividends to NICUSA totaling $1,329,840 and $1,330,492, respectively. As a result of these dividends, the Company relieved NICUSA of $1,329,840 and $1,330,492 in amounts due from affiliated companies during 2012 and 2011, respectively, and treated these items as dividend distributions.

The Company receives certain general and administrative services from NIC and its affiliates. Such services are performed on a centralized basis, benefit all affiliates and include, among others, executive and operations management, technical consultation, human resource management, information technology, security, legal, accounting support and payroll processing. NIC charges the Company for such services based on an allocation methodology which NIC management believes fairly allocates amounts based on benefits received. In 2012 and 2011, the Company recognized approximately $828,000 and $860,000, respectively, in expense related to these services, which is included in cost of portal revenues in the statements of income.

The Company's ultimate parent company, NIC, maintains a $10 million unsecured revolving credit agreement, which is available to finance working capital, issue letters of credit, and finance general corporate purposes. The Company has guaranteed the obligations of NIC in connection with this credit agreement. At December 31, 2012, NIC had no principal amounts of indebtedness outstanding under the credit agreement.

8. Employee Benefit Plans

The Company, in conjunction with affiliated companies, sponsors a defined contribution 401(k) profit sharing plan. In accordance with the plan, substantially all full-time employees are eligible immediately upon employment. A discretionary match of up to 5% of an employee's salary and a discretionary contribution may be made to the plan as determined by NIC's Board of Directors. Expense related to Company matching contributions totaled approximately $28,000 and $26,000 for the years ended December 31, 2012 and 2011, respectively. No discretionary contributions were made for the years ended December 31, 2012 or 2011.

Eligible employees of the Company also participate in NIC's employee stock option and restricted stock plan and stock purchase plan (Note 2).

9. Subsequent Events

On June 1, 2013, the Company declared a $369,546 noncash dividend to NICUSA. As a result of the dividend, the Company relieved NICUSA of $369,546 in amounts due from affiliated companies during 2013 and treated this item as a dividend distribution.

The Company has performed an evaluation of subsequent events through June 4, 2013, the date financial statements were issued.

Submitted Report 11/6/2013

NSRB - CASH FUND BALANCE

State Records Board - Revenues & Expenditures

FY 13-14

	Jul, 2013	Prior Year Jul, 2012	Aug, 2013	Prior Year Aug, 2012	Sep, 2013	Prior Year Sep, 2012
Revenues:						
Sale of Service	$524,411.66	$520,698.48	$567,208.78	$521,070.03	$602,765.03	$561,509.89
General Business Fees	$69.96	$71.50	$64.55	$126.01	$68.26	$128.60
Driver Records	$1,745.00	$711.00	$1,047.00	$1,066.00	$644.00	$781.00
Investment Income	$1,200.30	$1,493.24	$1,282.14	$1,491.26	$1,276.25	$1,474.92
Total	**$527,426.92**	**$522,974.22**	**$569,602.47**	**$523,753.30**	**$604,753.54**	**$563,894.41**
Expenditures:						
State Agency Payment	$336,965.24	$328,708.52	$360,915.00	$327,144.25	$388,682.57	$355,563.31
NIC	$164,673.74	$171,357.07	$180,808.07	$170,791.60	$190,436.92	$186,092.77
Other Contractual Services		$0.00	$0.00	$4,314.26	$0.00	$0.00
Personal Services	$4,623.31	$3,026.86	$4,623.30	$3,026.84	$4,623.36	$3,026.84
Operating Transfer Out						
Misc. Expense	$702.13	$231.61	$68.20	$352.31	$97.43	$705.77
Total	**$506,964.42**	**$503,324.06**	**$546,414.57**	**$505,629.26**	**$583,840.28**	**$545,388.69**
Profit (Loss)	$20,462.50	$19,650.16	$23,187.90	$18,124.04	$20,913.26	$18,505.72
Fund Balance:	**$678,104.37**	**$691,069.50**	**$701,292.27**	**$709,193.54**	**$722,205.53**	**$727,699.26**

Grant Encumbrances	**$249,965.00**	**$22,338.70**
Unencumbered Funds	**$472,240.53**	**$649,080.64**

Corrected Report 11/6/2013

NSRB - CASH FUND BALANCE

State Records Board - Revenues & Expenditures

FY 13-14

	Jul, 2013	Prior Year Jul, 2012	Aug, 2013	Prior Year Aug, 2012	Sep, 2013	Prior Year Sep, 2012
Revenues:						
Sale of Service	$524,411.66	$520,698.48	$567,208.78	$521,070.03	$602,765.03	$561,509.89
General Business Fees	$69.96	$71.50	$64.55	$126.01	$68.26	$128.60
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Expenditures:						
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Other Contractual Services		$0.00	$0.00	$4,314.26	$0.00	$0.00
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Fund Balance:	**$678,104.37**	**$691,069.50**	**$701,292.27**	**$709,193.54**	**$722,205.53**	**$727,699.26**

Grant Encumbrances	**$249,965.00**	**$268,109.44**
Unencumbered Funds	**$472,240.53**	**$459,589.82**

NSRB - CASH FUND BALANCE

State Records Board - Revenues & Expenditures

FY 13-14

	Oct, 2013	Prior Year Oct, 2012	Nov, 2013	Prior Year Nov, 2012	Dec, 2013	Prior Year Dec, 2012
Revenues:						
Sale of Service	$533,572.12	$501,554.51	$596,861.10	$570,147.47	$508,698.19	$505,233.59
General Business Fees	$133.99	$122.94	$87.17	$70.99	$160.73	$73.29
Driver Records	$815.00	$666.00	$761.00	$702.00	$728.00	$2,565.00
Investment Income	$1,232.94	$1,443.75	$1,262.17	$1,429.47	$1,267.30	$1,731.54
Total	**$535,754.05**	**$503,787.20**	**$598,971.44**	**$572,349.93**	**$510,854.22**	**$509,603.42**
Expenditures:						
State Agency Payment	$338,357.41	$319,723.17	$382,602.71	$363,116.94	$319,587.93	$323,678.08
NIC	$173,123.40	$162,377.79	$190,211.38	$185,059.10	$164,239.05	$160,585.67
Other Contractual Services	$13,440.00	$20,908.80	$31,940.00	$1,733.76	$17,500.00	$76,506.00
Personal Services	$4,702.26	$3,026.84	$4,653.01	$2,815.12	$4,623.07	$2,815.10
Operating Transfer Out						
Misc. Expense	$496.60	$408.77	$204.69	$223.74	$311.59	$569.50
Total	**$530,119.67**	**$506,445.37**	**$609,611.79**	**$552,948.66**	**$506,261.64**	**$564,154.35**
Profit (Loss)	$5,634.38	($2,658.17)	($10,640.35)	$19,401.27	$4,592.58	($54,550.93)
Fund Balance:	**$727,839.91**	**$725,041.09**	**$717,199.56**	**$744,442.36**	**$721,792.14**	**$689,891.43**
Grant Encumbrances					**$182,185.00**	**$181,179.38**
Unencumbered Funds					**$539,607.14**	**$508,712.05**

Submitted Report 11/6/2013

NSRB - CASH FUND BALANCE
State Records Board - Revenues & Expenditures
FY 13-14

	Jul, 2013	Prior Year Jul, 2012	Aug, 2013	Prior Year Aug, 2012	Sep, 2013	Prior Year Sep, 2012
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Fund Balance:	**$678,104.37**	**$691,069.50**	**$701,292.27**	**$709,193.54**	**$722,205.53**	**$727,699.26**

Grant Encumbrances	**$249,965.00**	**$22,338.70**
Unencumbered Funds	**$472,240.53**	**$649,080.64**

FINAL GRANT REPORT – City of Lexington

From: Bill Brecks [mailto:bbrecks@cityoflex.com]
Sent: Thursday, December 26, 2013 8:57 AM
To: Danahy, Cathy
Cc: Chad Kudym
Subject: City of Lexington - GIS-Based Electronic Records

Ms. Danahy,

The software is deployed, we are testing the process, and data cleanup is underway. The link to our site is http://lexingtonne.map.beehere.net.

The City is pleased with the way the site has and is coming together. We anticipate the site to be fully functional by mid-February. While this completion date is past the December 31st deadline; the site is usable and we have had positive feedback from our public already. The staff at Beehive has worked through some unexpected issues with the way our cemetery information was imported into their system. In the end we will have a product that the State Records Board, Beehive and the City of Lexington will be proud of and more importantly very useful to the public.

The project did come in at the proposed budget. The balance after grant payment has been addressed by the City's budget.

If you have any questions or concerns feel free to email or call me. Thank You.

Bill Brecks
Development Services Director
City of Lexington
406 E 7th Street
P.O. Box 70
Lexington, NE 68850
bbrecks@cityoflex.com
308-324-2341 Phone
308-324-4590 Fax

Project Completion Report:

Dixon County, Nebraska

County-wide WebGIS Site

Prepared for:

The Nebraska State Records Board

December 18, 2013

Table of Contents

Project Overview

The Dixon County Assessor and the Board of Commissioners received $11,620 in grant funding for their WebGIS project from the Nebraska State Records Board Grant Program. The total cost of the project contract with GISW was $16,600.

Dixon County has established the Assessor's department as the foundation for GIS information. An Emergency Management tab is also featured on the new site. Subsequent departments within the county may also participate in using GIS information through the development of this website. The County has constructed and maintained a GIS parcel property layer for a number of years. The County saw the project as an avenue to share for GIS parcel property data across all County departments, other government agencies, businesses and with the public through a new WebGIS solution.

Dixon County feels that this project has successfully enhanced the delivery of local government agency services and improves government, public and business access to those services via the WebGIS system described below.

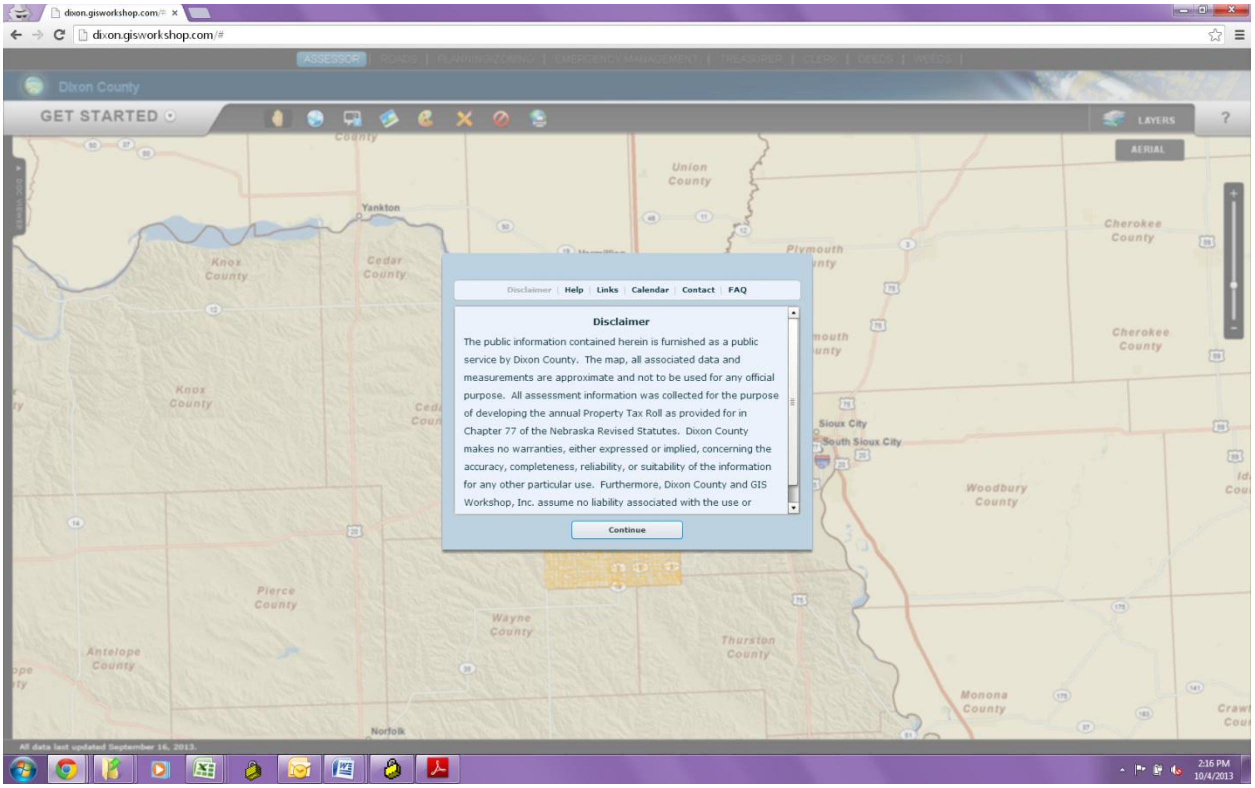
Scope of work: Dixon County NE WebGIS site

Dixon County hired GISW to configure their county WebGIS template for Dixon County. The system is designed to leverage the investment the County made in the assessment GIS to promote online GIS for multiple departments.

Assessor Tab

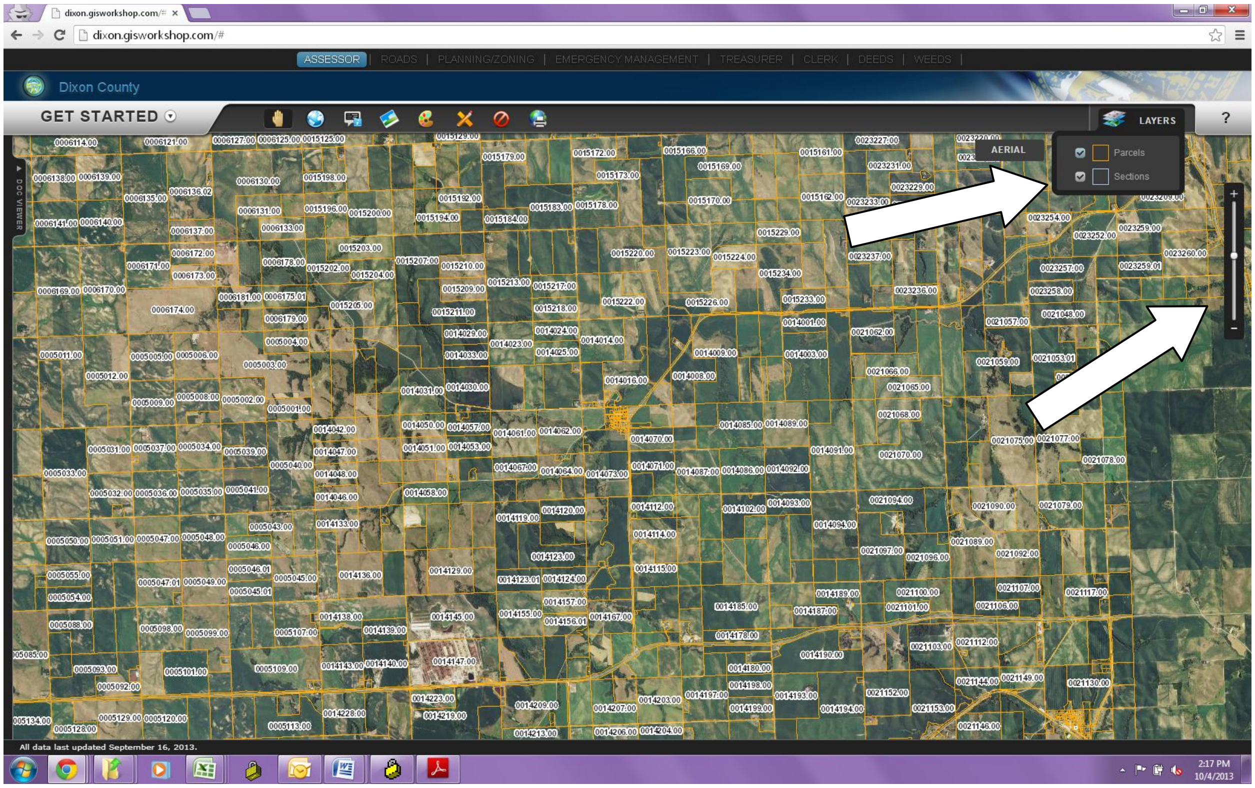
GISW configured the WebGIS to work with the MIPS assessment software database in place with Dixon County. The MIPS database is now downloaded on a nightly basis to power the property information component of the WebGIS application. The MIPS database is joined with the parcel property layer "on the fly" using GISWs proprietary technology.

The Assessor tab features the data layers and tools specific to the needs of the Assessment staff, real estate professionals and land owners. Below are actual screen shots from the Dixon County WebGIS site found at http://dixon.gisworkshop.com. The WebGIS will allow anyone with Internet access to search for information and view maps concerning Dixon County property ownership, sales information and other assessment/appraisal data.



Opening screen (Assessor Tab) of GIS Workshop's Enterprise WebGIS for Dixon County, NE.

The WebGIS opens to the Assessor tab with parcels, sections and a street base map layers visible. The user can toggle the background mapping between the satellite view that includes 2012 FSA aerial photography, 2010 imagery, 2006 imagery, 2003 imagery, and the default street base map.



Assessor Tab layers for Dixon County, NE and the zoom tool.

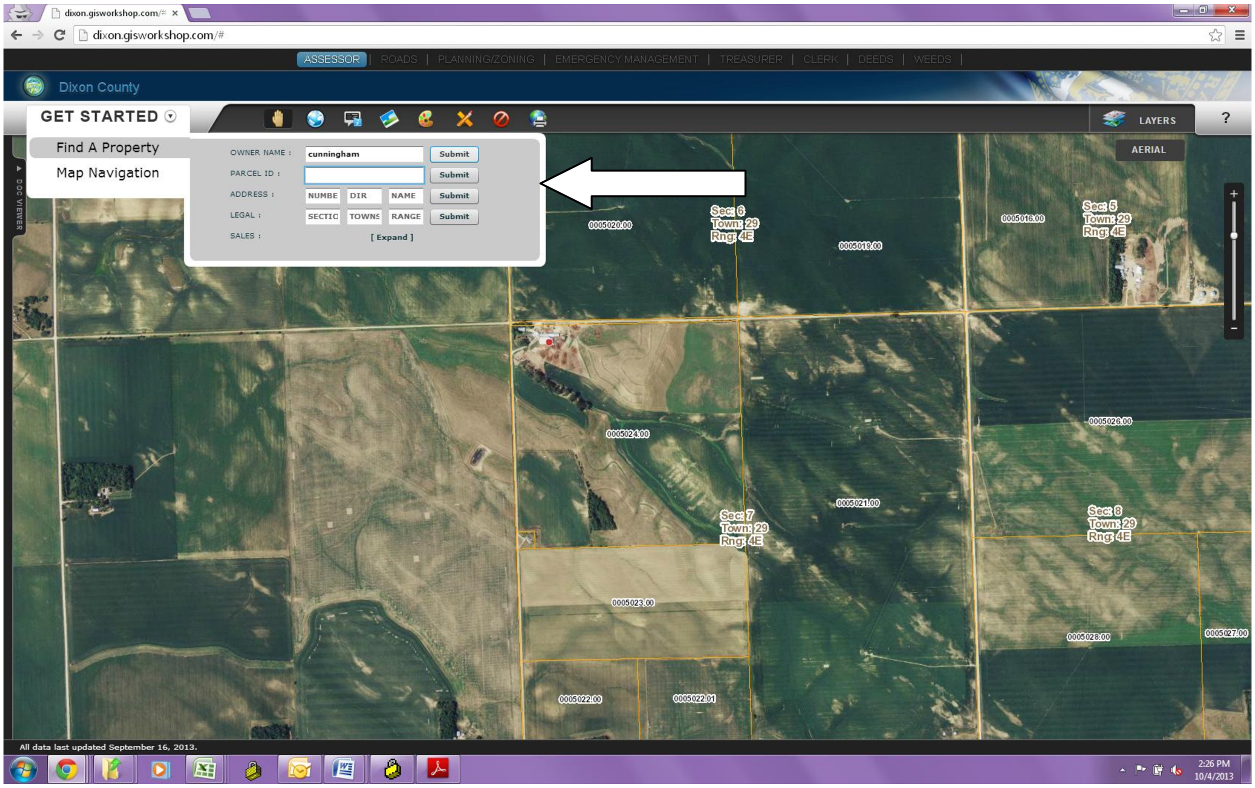
Data Layers, Sources, and Update Frequency

1. Parcels (supplied by Assessor)
2. Sections (supplied by Assessor)
3. Latest FSA aerial imagery (supplied by GISWs Nebraska Shared GIS Services System "NebGIS.com")

Dixon County coordinates with GISW to update the GIS parcel data layer. The GIS parcel layer contains the property boundary geometry and parcel identification number. The public land survey system (PLSS) Sections layer is primarily used to help with zooming to a specific section/township/range and is available as a visible layer on the map. GISW has software on a Dix7on County server to access photos and sketches. GISW will continue to utilize this software to perform monthly updates for the photos and sketches on the WebGIS site.

Searches (Get Started)

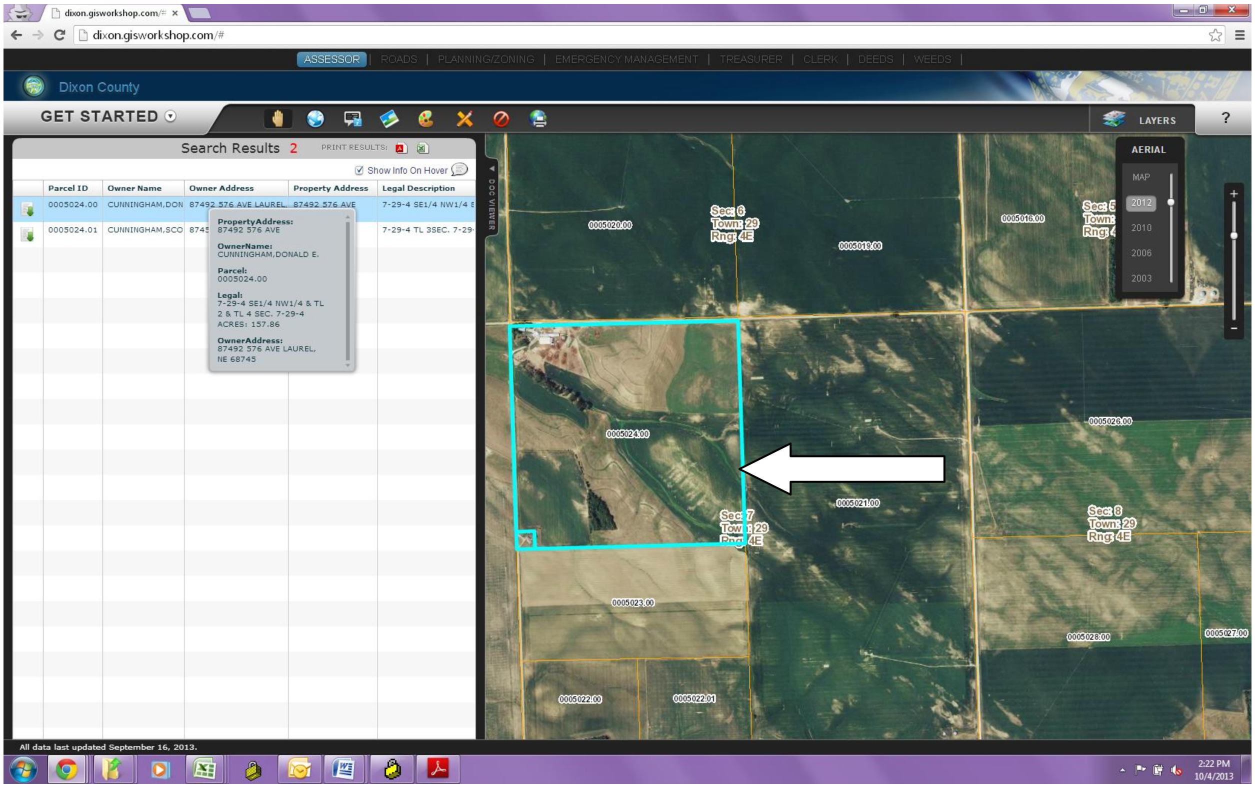
Complete property and sales information is available within seconds via the search features. Under the 'Get Started' drop-down menu, 'Find a Property' options include owner name, parcel ID, address, or legal description. In addition, the user may use additional sales data filters to narrow the search (sales date range, price range, year built, or other pertinent parameters).



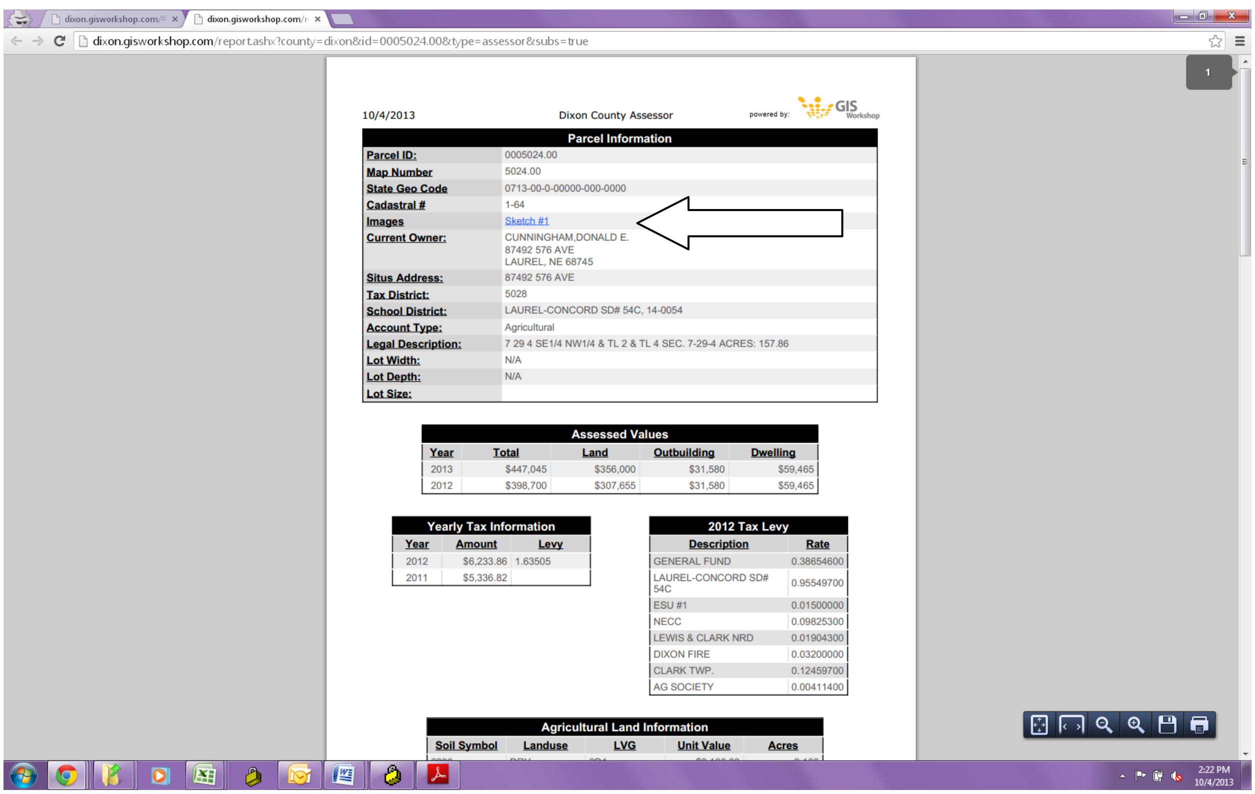
Assessor tab showing property search box

Searching for the name "Cunningham" results in the system finding every parcel owned by a "Cunningham" in the County. The list of search results can be exported to a PDF document or downloaded as a Microsoft Excel document. This feature is available for property search results and identify results and greatly expands the value of the system for government, public and business use. For example, researchers can easily find the name and address of property owners without having to go to the courthouse.

Once the user finds the property of interest, clicking on the property makes the map zoom into the chosen parcel and the parcel polygon is highlighted. The full property report card is displayed with links to photos, value, sale, building and land information.



Property search results (note the map changed the extent to show highlighted parcels)



dixon.gisworkshop.com/report.ashx?county=dixon&id=0005024.00&type=assessor&subs=true

10/4/2013 Dixon County Assessor powered by: GIS Workshop

Parcel Information	
Parcel ID:	0005024.00
Map Number	5024.00
State Geo Code	0713-00-0-00000-000-0000
Cadastral #	1-64
Images	Sketch #1
Current Owner:	CUNNINGHAM,DONALD E. 87492 576 AVE LAUREL, NE 68745
Situs Address:	87492 576 AVE
Tax District:	5028
School District:	LAUREL-CONCORD SD# 54C, 14-0054
Account Type:	Agricultural
Legal Description:	7 29 4 SE1/4 NW1/4 & TL 2 & TL 4 SEC. 7-29-4 ACRES: 157.86
Lot Width:	N/A
Lot Depth:	N/A
Lot Size:	

Assessed Values

Year	Total	Land	Outbuilding	Dwelling
2013	$447,045	$356,000	$31,580	$59,465
2012	$398,700	$307,655	$31,580	$59,465

Yearly Tax Information

Year	Amount	Levy
2012	$6,233.86	1.63505
2011	$5,336.82	

2012 Tax Levy

Description	Rate
GENERAL FUND	0.38654600
LAUREL-CONCORD SD# 54C	0.95549700
ESU #1	0.01500000
NECC	0.09825300
LEWIS & CLARK NRD	0.01904300
DIXON FIRE	0.03200000
CLARK TWP.	0.12459700
AG SOCIETY	0.00411400

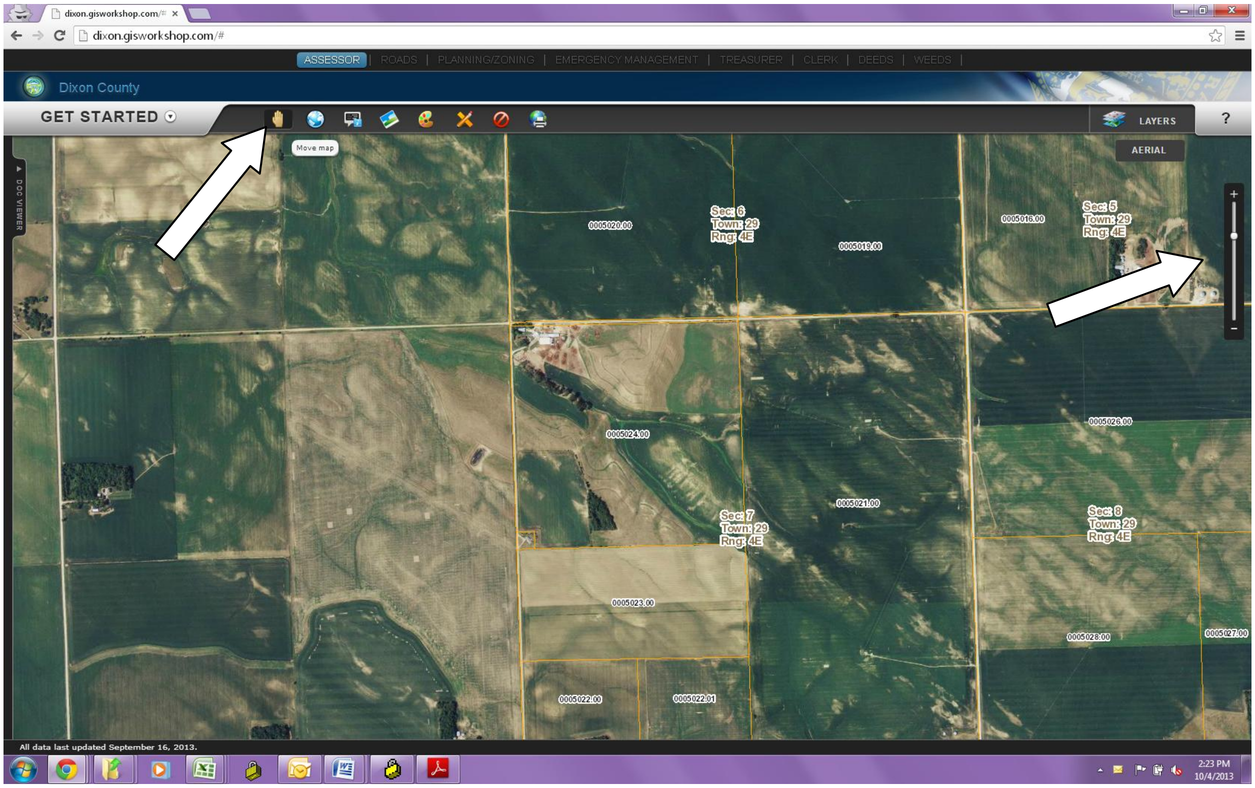
Agricultural Land Information

Soil Symbol	Landuse	LVG	Unit Value	Acres

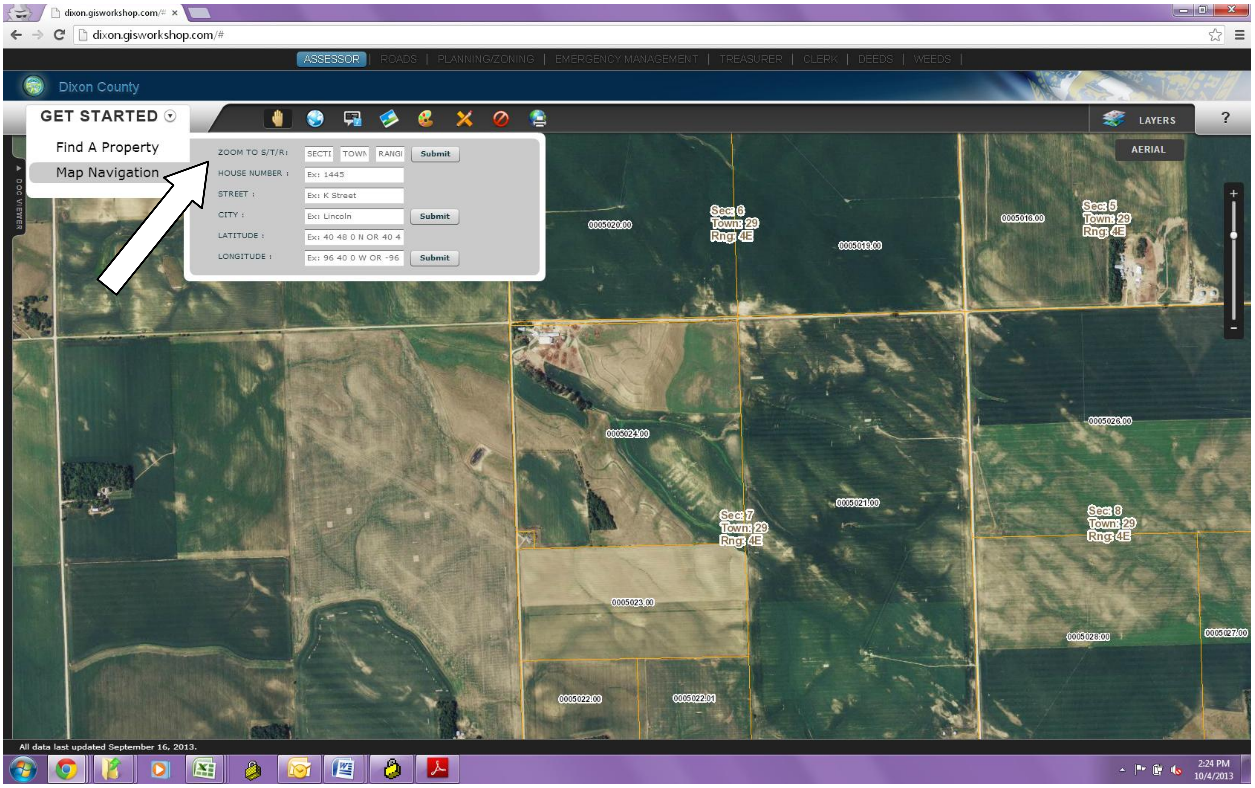
Example PDF Property Record Card (note hyperlinks to photos and sketches)

Map Navigation

A slider bar for general zoom in/out viewing is available at all times. Additionally, under the 'Get Started' drop down menu, the map navigation option allows the user to 'zoom to section/township/range'. Easy panning or the ability to move the map around is possible via the pan tool icon located in the toolbar. The user may enter a specific section/township/range or latitude/longitude (GPS coordinate) and then the map zooms into the specified location.



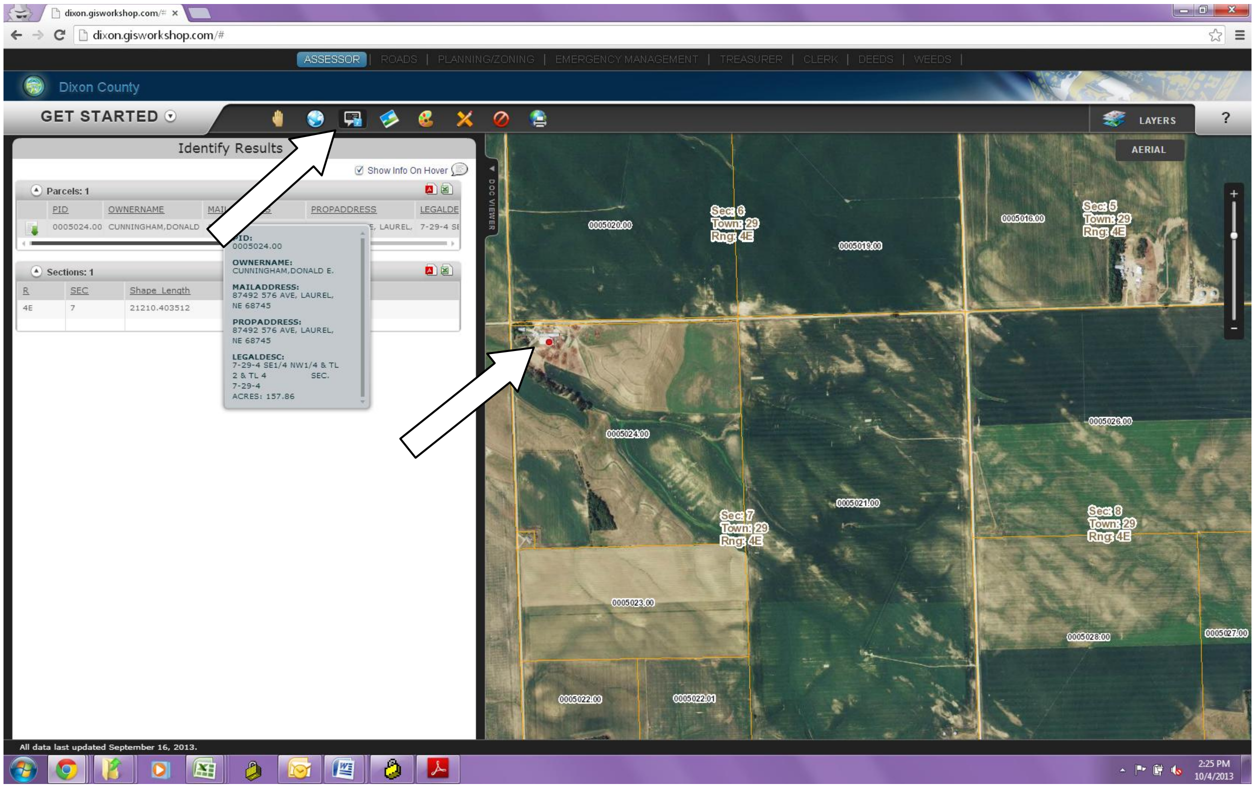
Zoom slider bar (right side) and activated pan tool icon (hand) in horizontal toolbar



User enters section/township/range

Identify tool

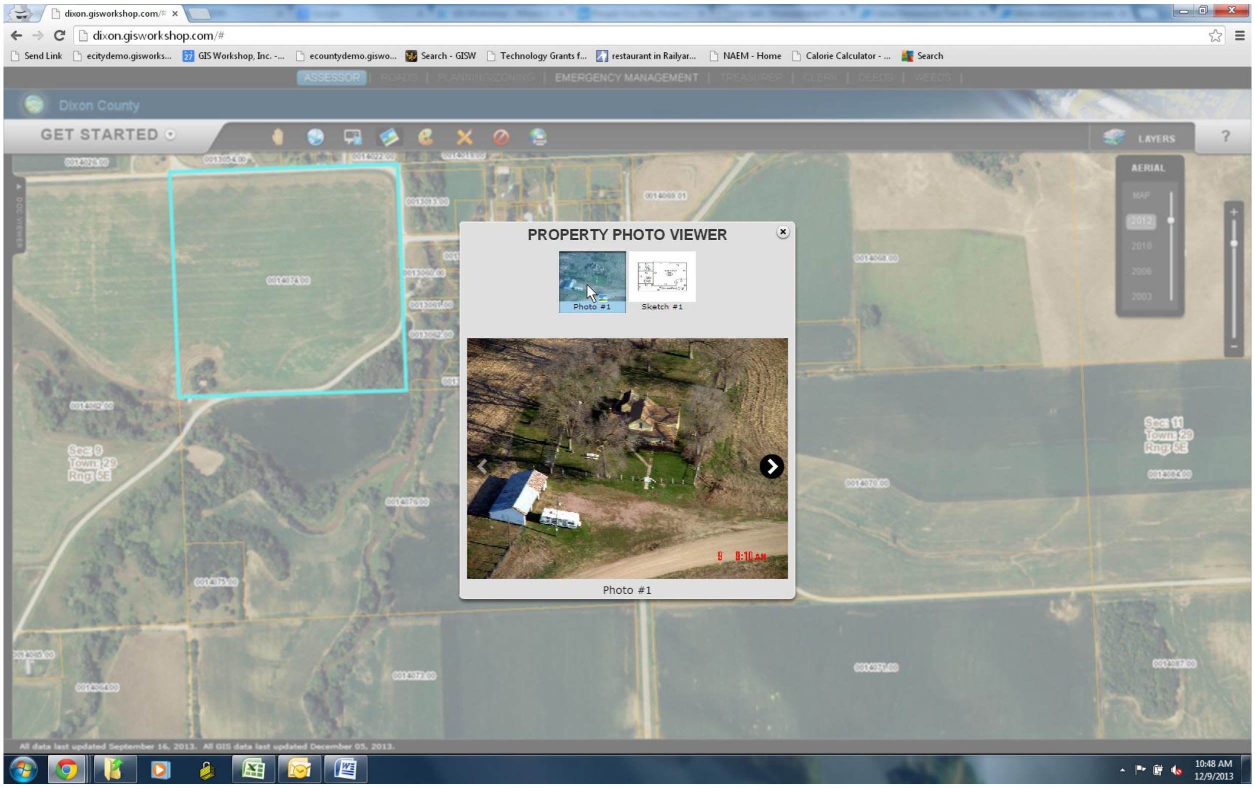
The Identify Tool allows a user to click on the map to get results for all map visible layers. The user can click on a map inside a parcel and the WebGIS will return the parcel details as well as other layers such as sections, land use or soils if they are available and turned on in the layers menu.



Activated Identify tool results on Assessor tab

Photo Tool

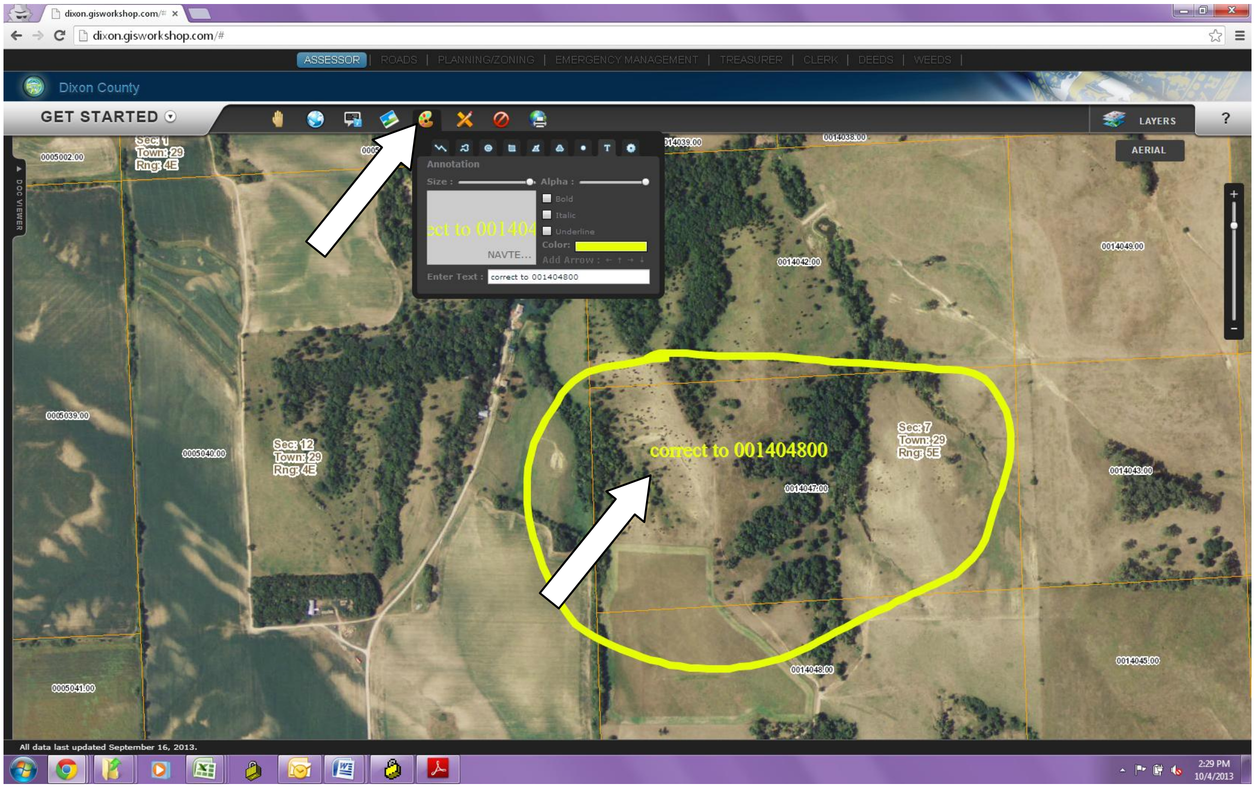
The Photo Tool is a great way to view individual building improvements. The tool reads the assessment database for all available photos and sketches and displays them in a photo window.



Property Photo Viewer Tool shows all available images from the Assessor's database

Drawing Tool

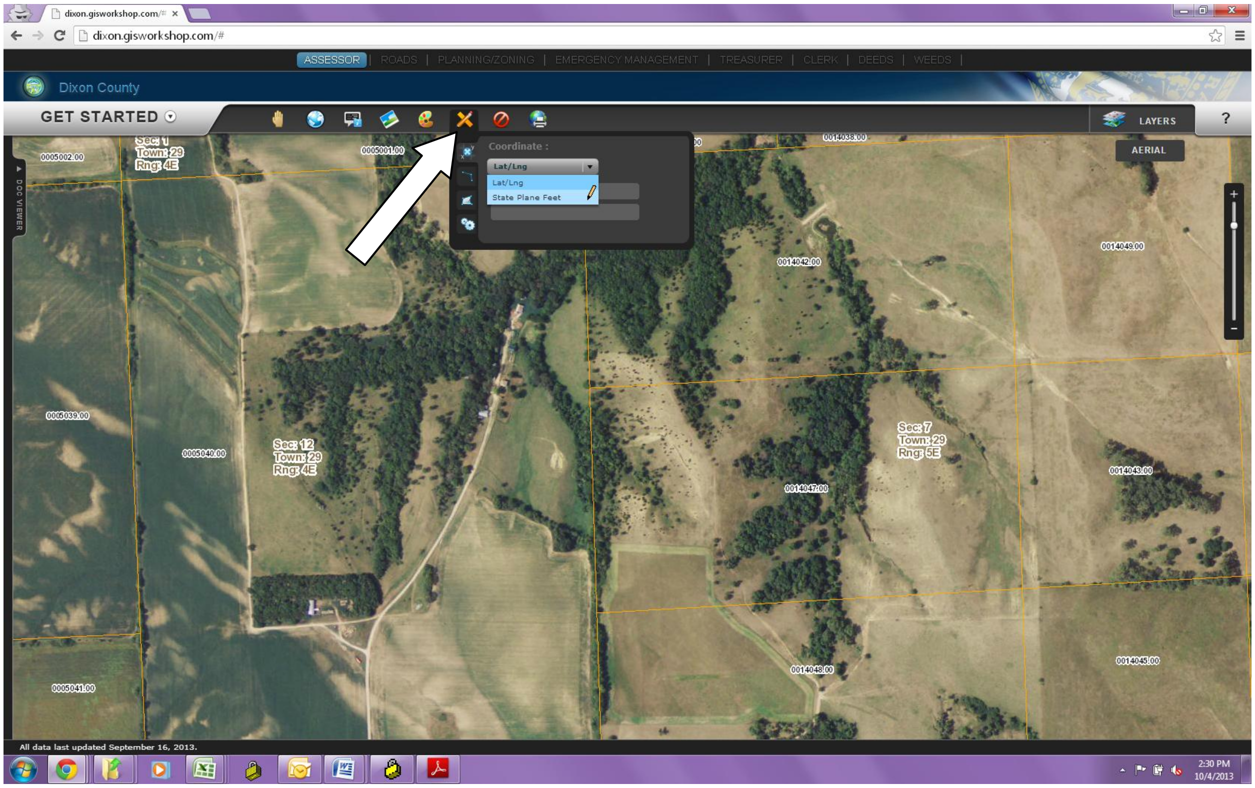
The drawing tool offers a wide range of options to mark up the map. The drawing tool offers options for point, line, polygon and text size, color and transparency. The drawing tool combined with the print to email tool has drastically improved the capability for clients to provide immediate feedback to GISW technicians.



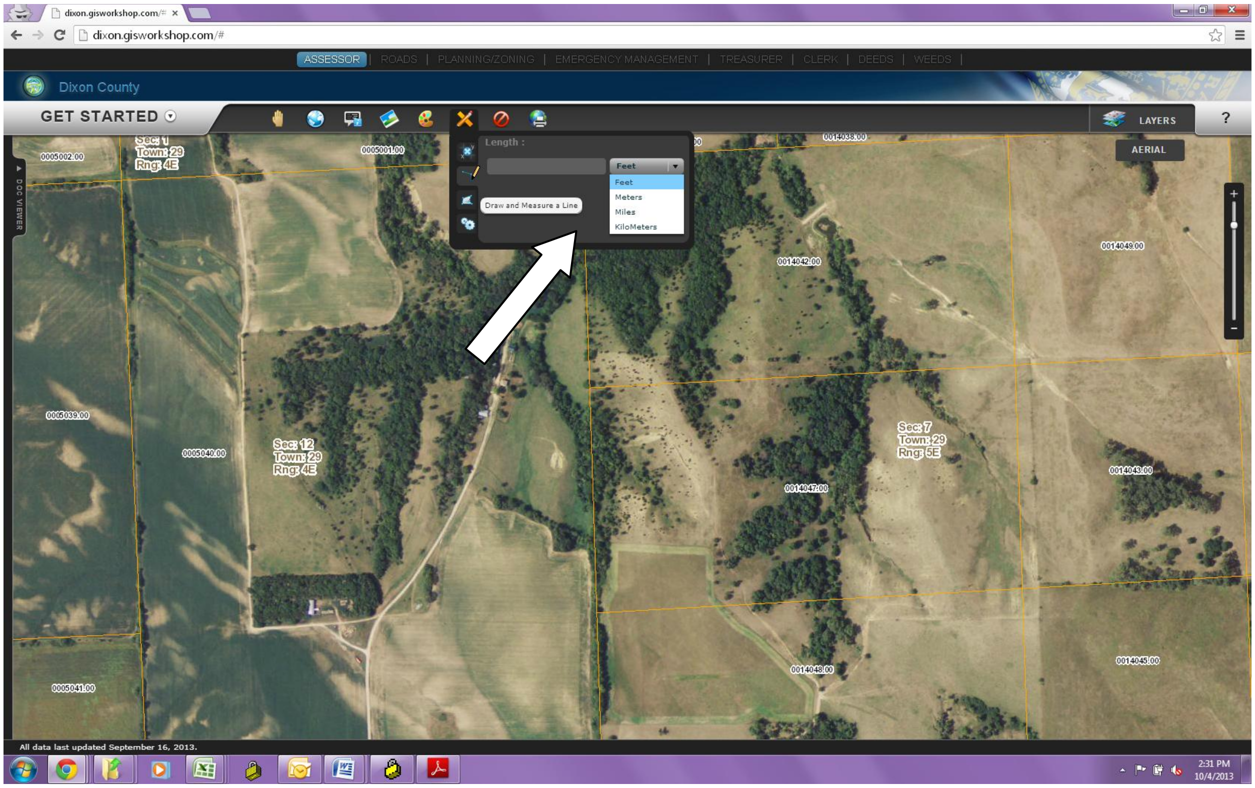
Drawing tool illustrating line and text features to show where a PID needs to be updated.

Measurement tool

Length (feet, meters, miles, and kilometers) and area (acres, square feet, square meters, square miles, and square kilometers) measurements can be easily performed via the Measurement Tool. Using this tool, simply click at the starting point and double click at the ending point to measure a length or draw a polygon by clicking at each vertex location to measure the area. The total measurement appears in a box at the top of the screen as seen in the figure below.



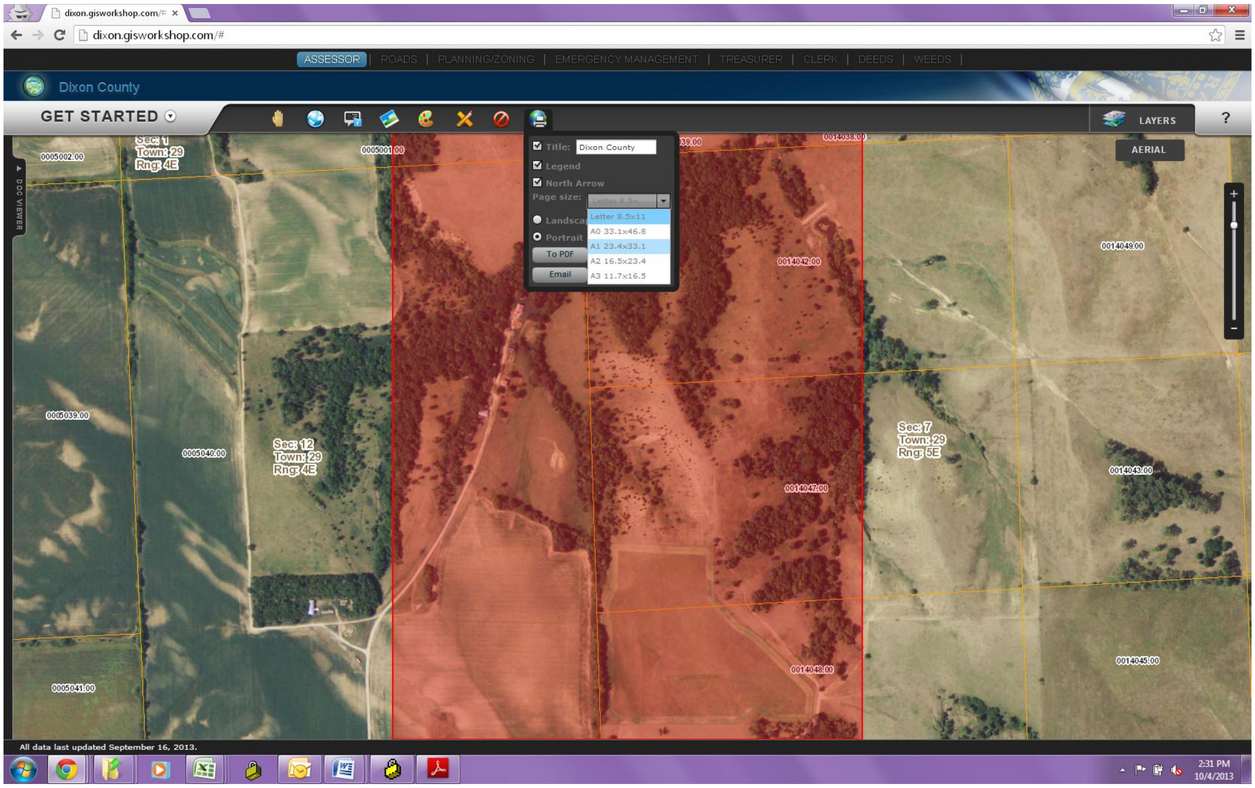
Measurement tool showing available coordinate system options



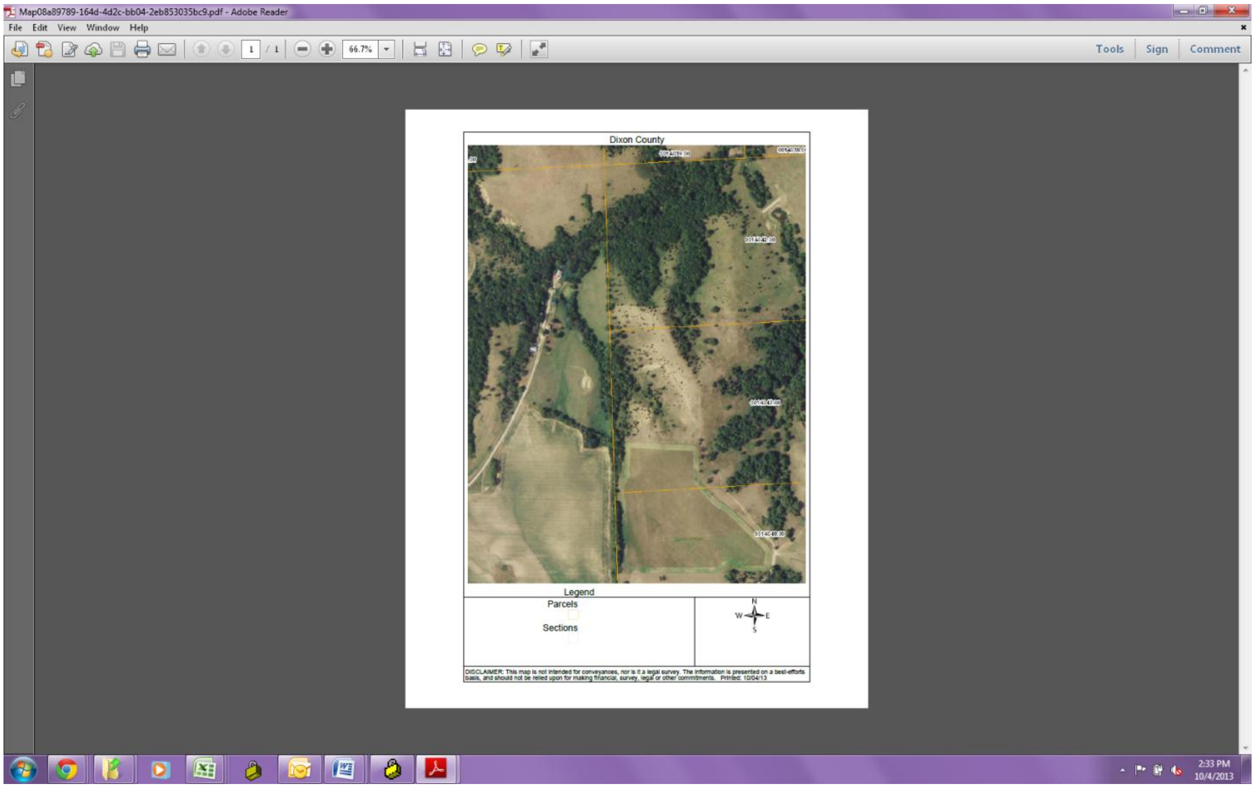
Measurement tool showing available options for measurement of lines

Print Tool

This tool allows anyone to save a screenshot of the map image on their screen and save the image as a PDF. In addition, we can create a customized map complete with optional Title, Legend, and North Arrow. When opening the 'Print Map' tool, a dropdown menu appears in addition to a large red box on the screen which designates print area. Clicking the checkboxes in the dropdown next to the Title, Legend, or North Arrow will integrate these into the map that will be generated. We can create a PDF of the map in a variety of sizes or email the map directly from the website.



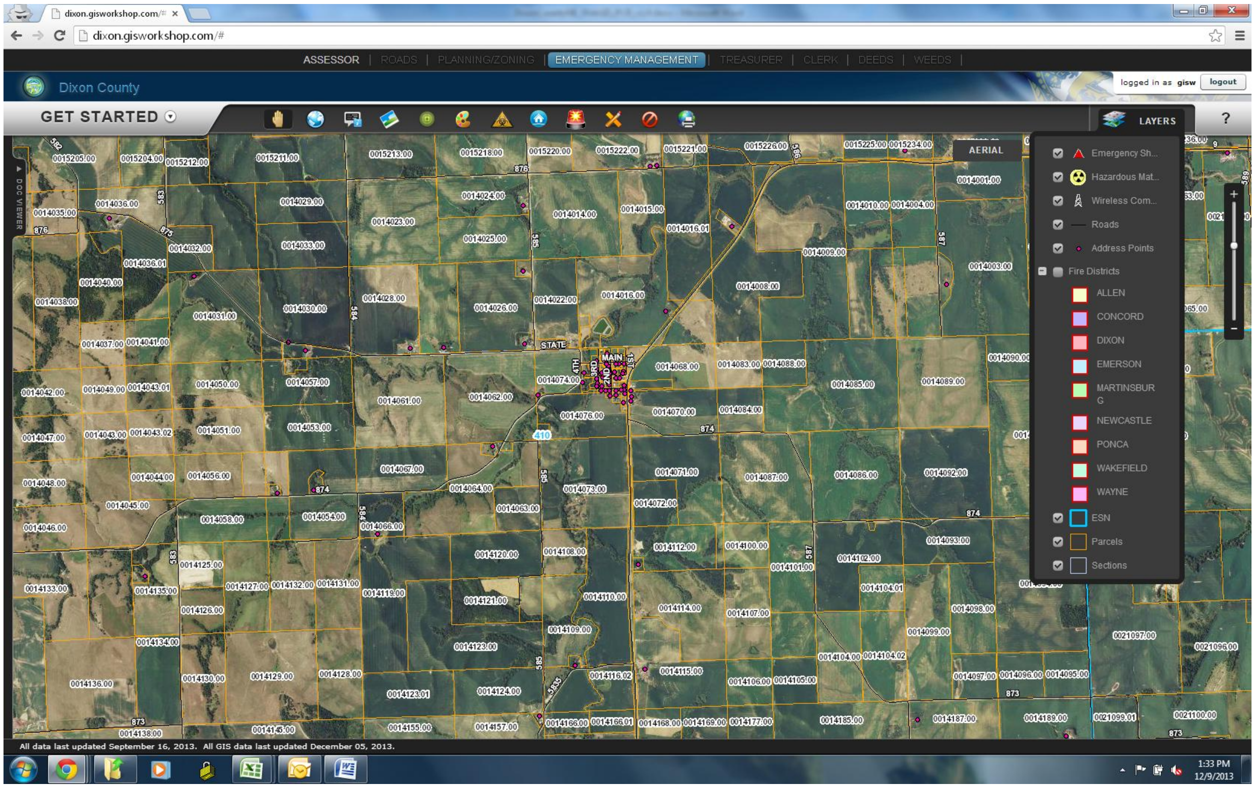
Print tool showing available options and print area within red box



Print tool showing PDF of map that was created from tool and emailed

Emergency Management Tab

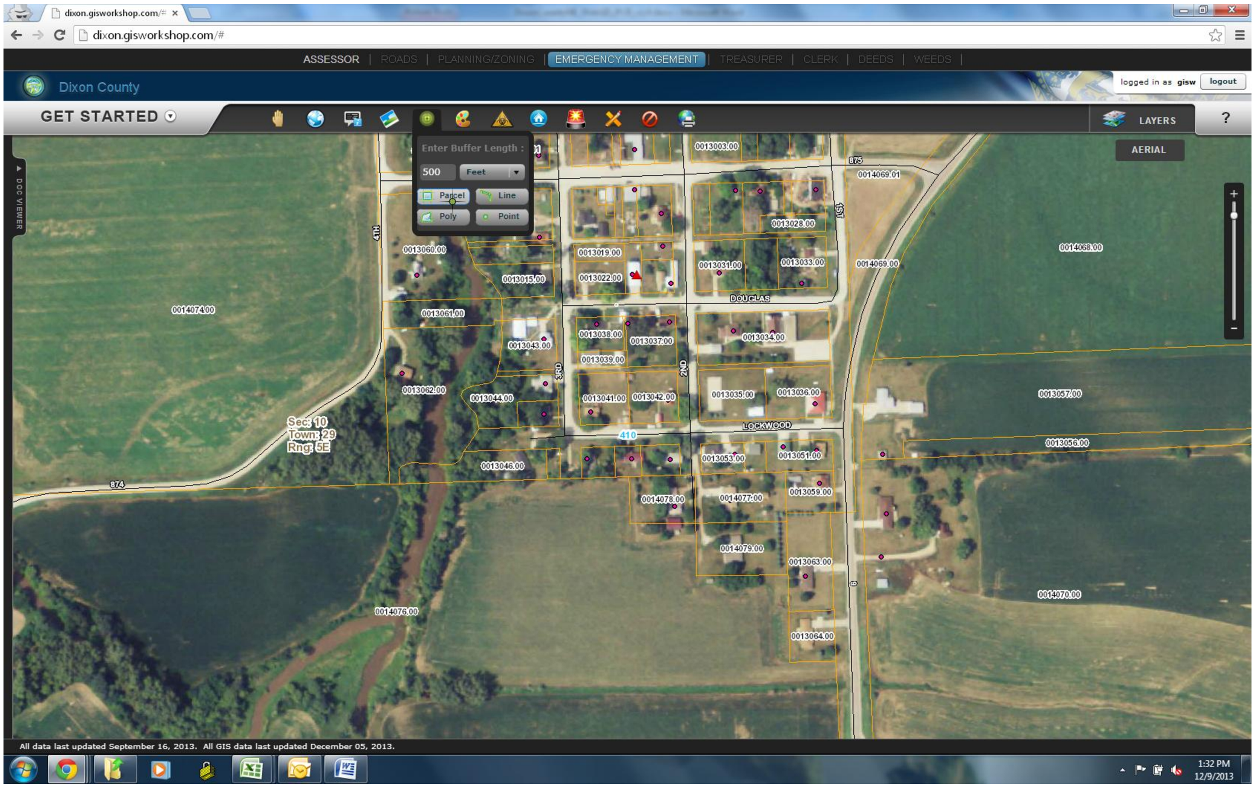
The Emergency Management tab features the data layers and tools from the Assessor tab. Additionally, specific layers and tools have been added that cater to the needs of the Emergency Management staff. Below are actual screen shots from the Dixon County Emergency Management tab found at http://dixon.gisworkshop.com.



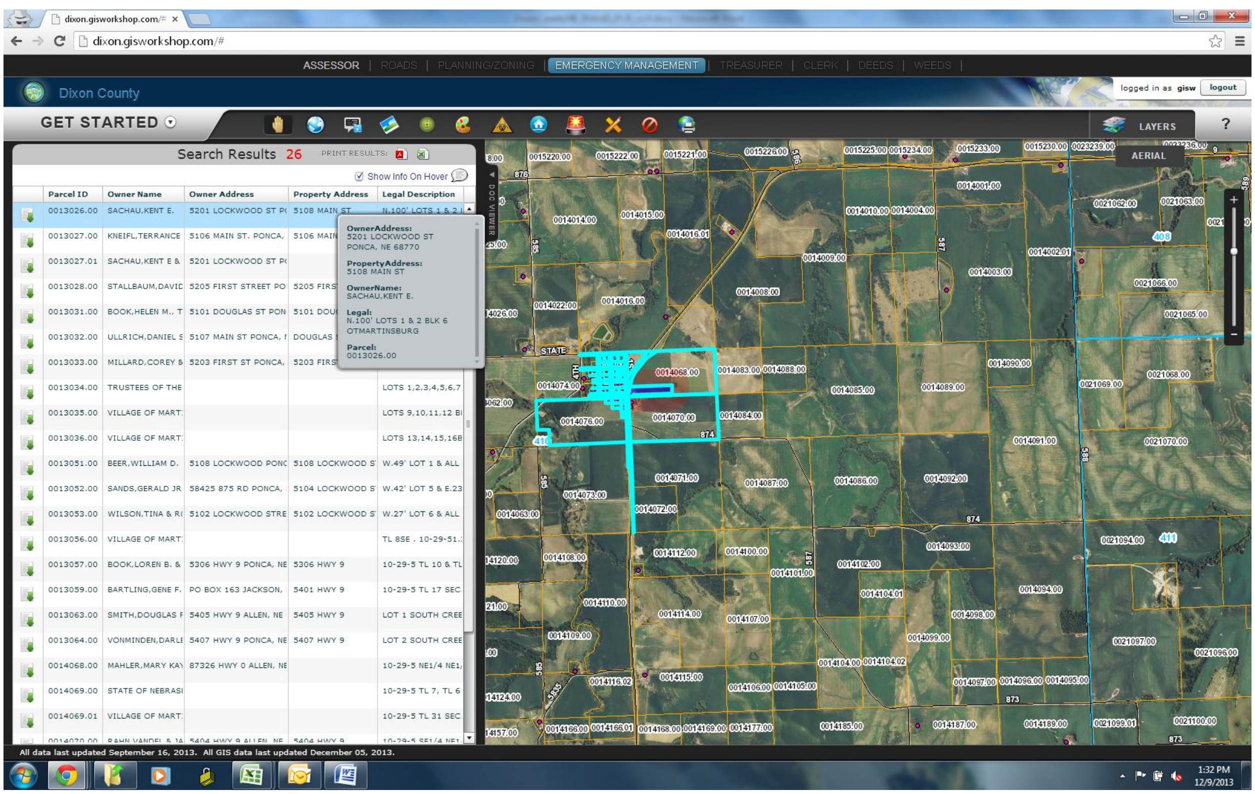
Layers available on the Dixon County Emergency Management tab

Buffer Tool

The buffer tool identifies features within a user-defined radius (feet or meters) of a selected parcel or user-defined line, point or polygon. This information is available as a report that can be printed to a PDF document or exported to Microsoft Excel.



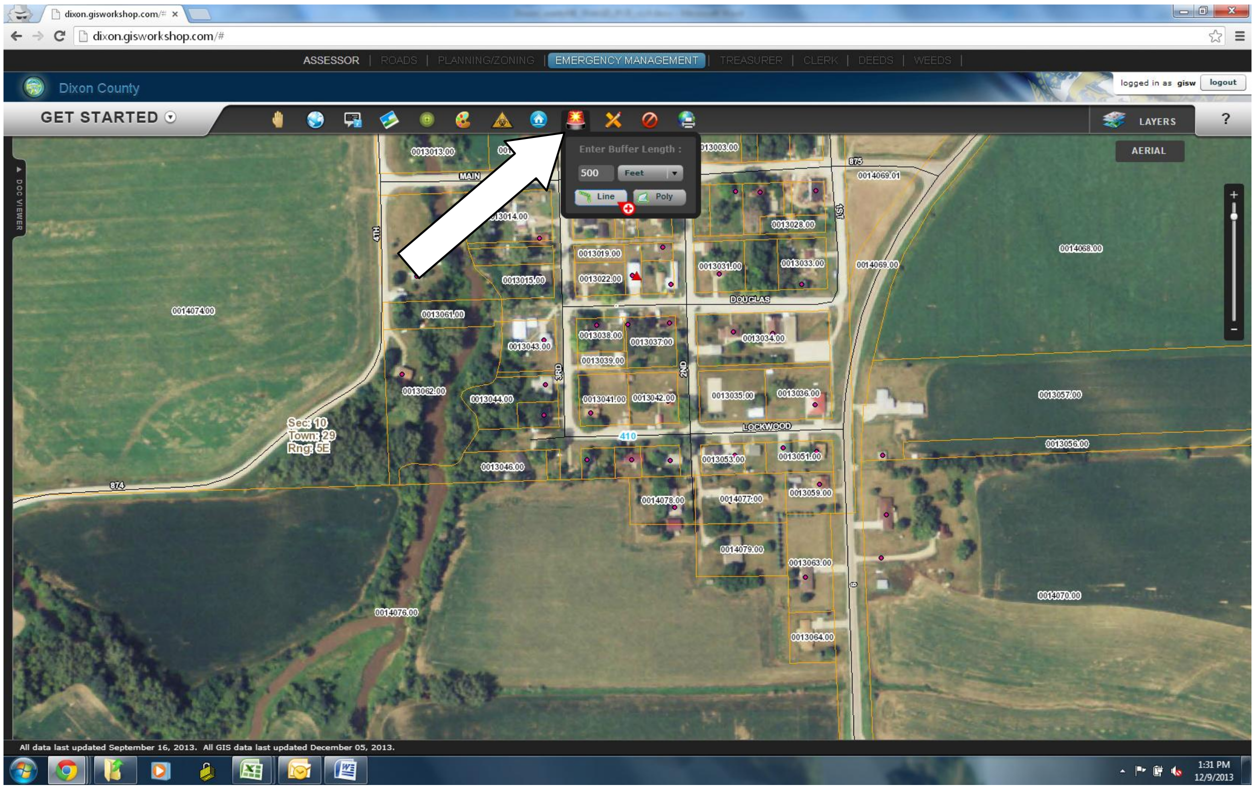
The buffer tool offers numerous options for buffering: by parcel, line, polygon or point.



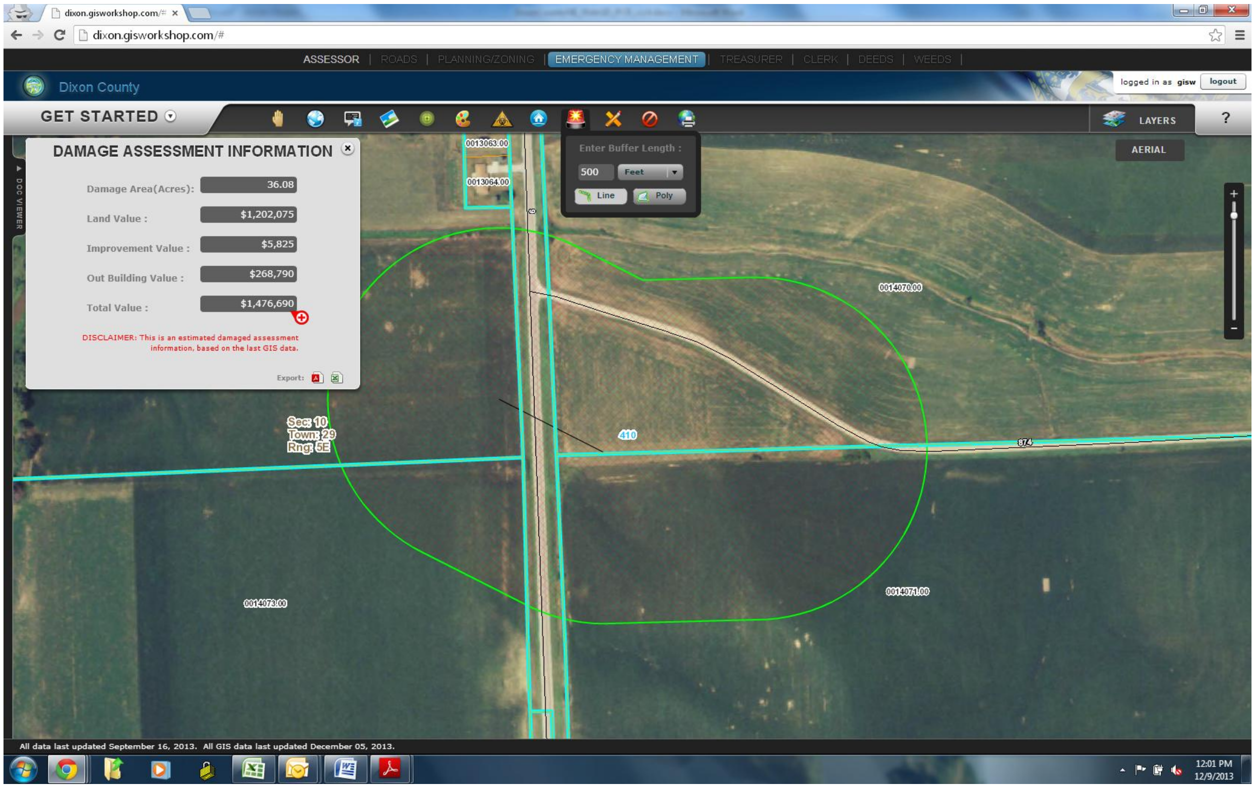
The buffer tool produces a report of all property owners within the requested 500 mile radius of the selected parcel. This report may be printed or exported to Excel.

Damage Assessment Tool

The Damage Assessment tool allows the user to calculate the damage from a disaster such as a flood or tornado. It is behind a log-in. The tool will assess the damage for all affected properties within a user-defined buffer (feet or meters) of a user-defined line or polygon. The tool will calculate the population, damage area in acres, land value, improvement value, out building value, and total value for all parcels within this buffer that have been affected by a disaster. This information is available as a downloadable PDF report as well.



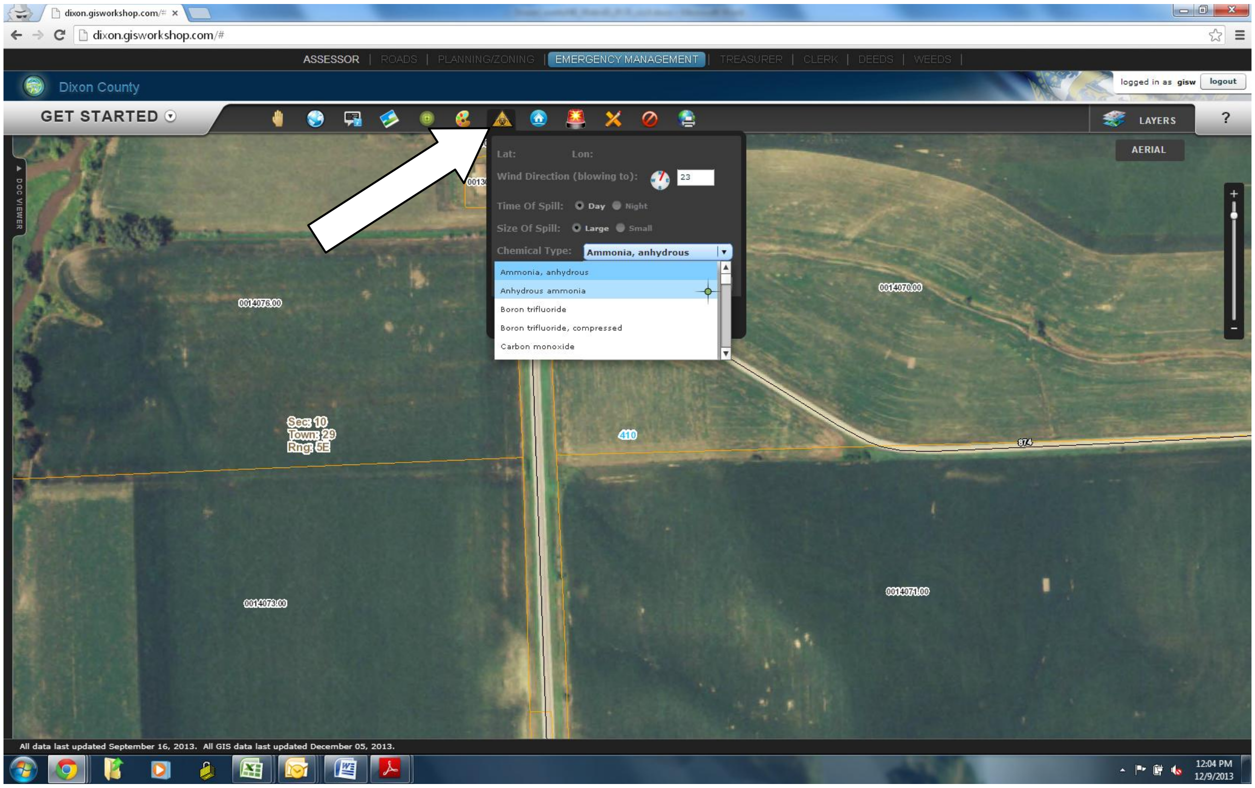
Selections regarding buffer size and measurement options using a line or point are made on the Damage Assessment Tool on the Emergency Management tab



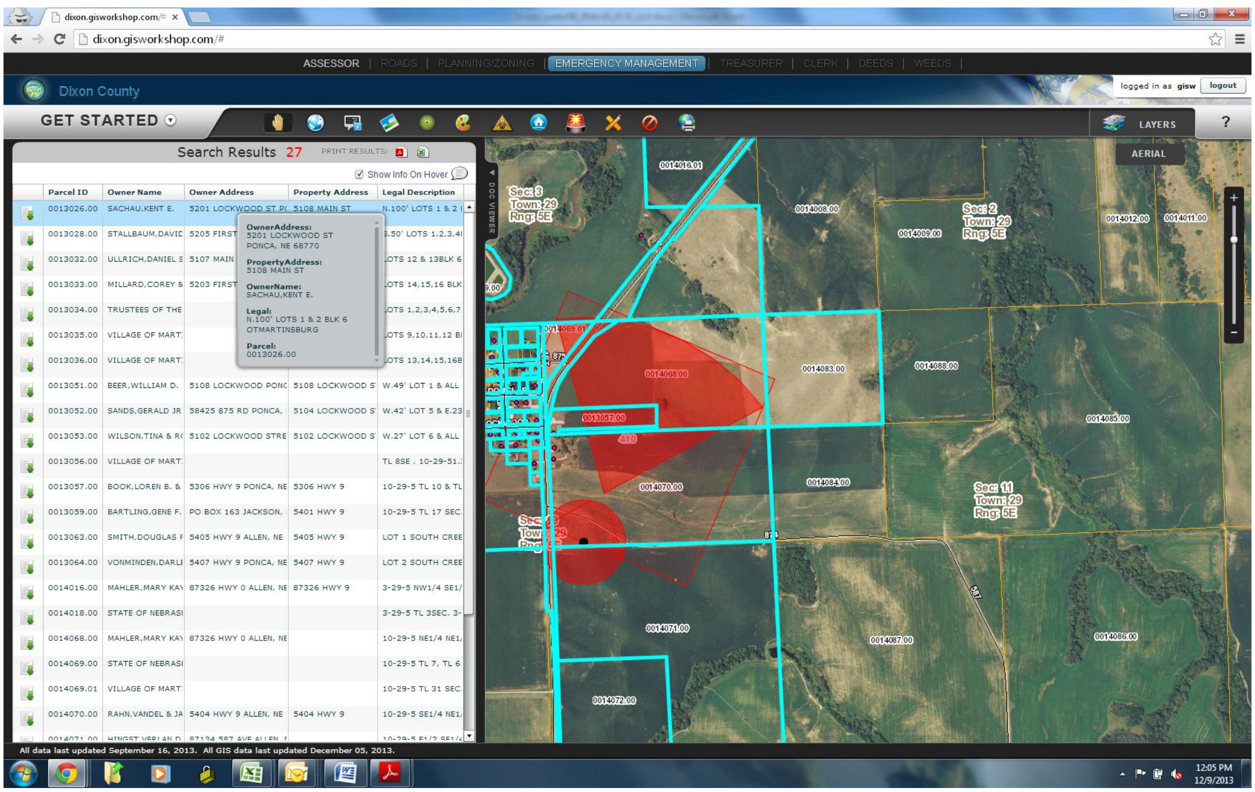
Results based upon selections made using the Damage Assessment Tool on the Emergency Management tab

Plume tool

The Emergency Management Tab features the Plume Tool which is located behind a login. The plume tool calculates the zone of influence from user-selected airborne chemical and other parameters displays the zone on the map and then selects parcels within the zone. The selected features within the zone are available as a report that can be printed to a PDF document or exported to Microsoft Excel.



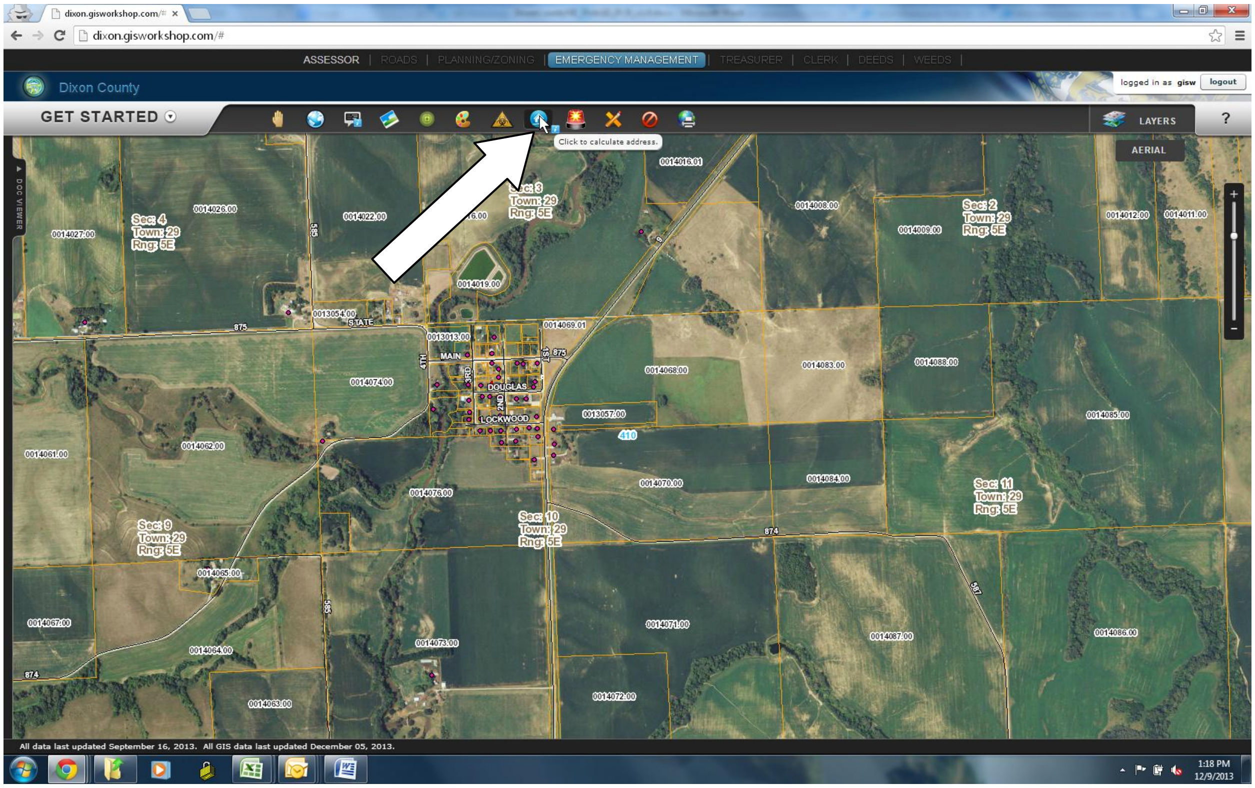
Selections regarding conditions and spill type are made on the Plume tool on the EM tab



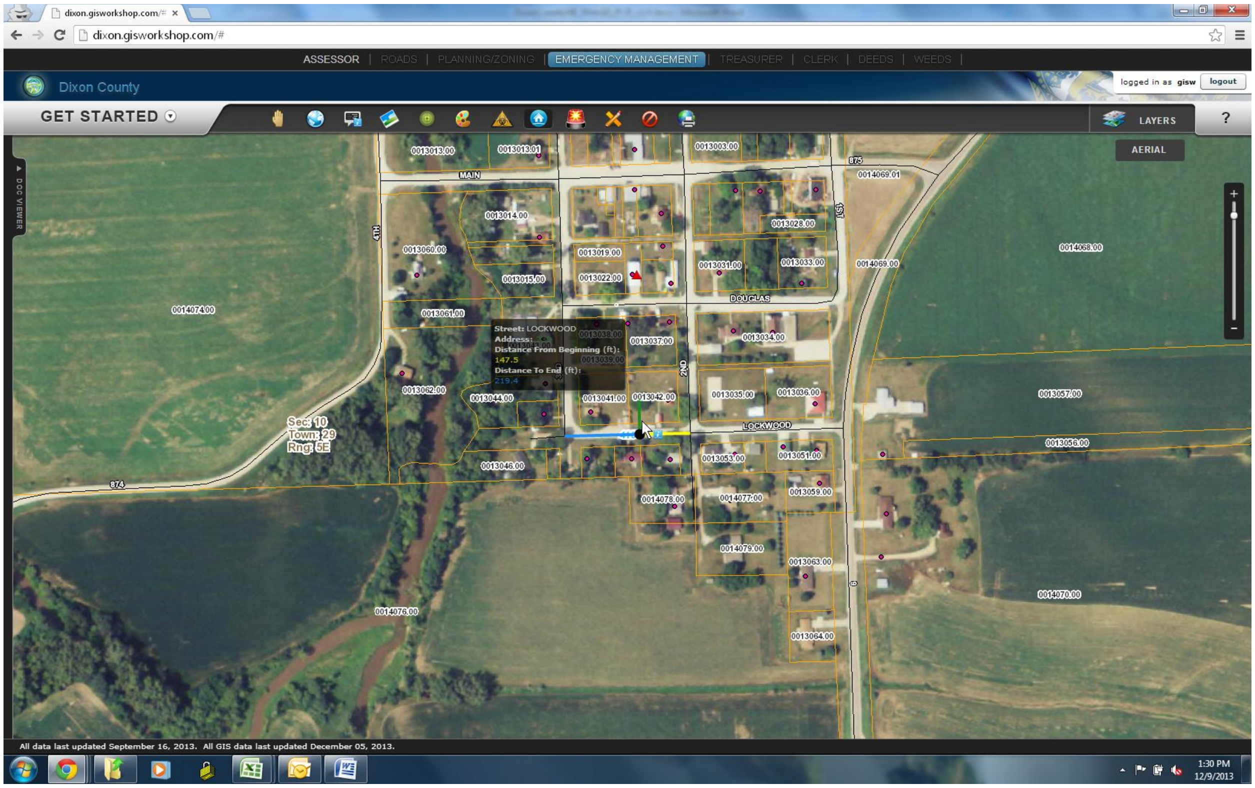
Results of the Plume tool on the Emergency Management tab

Address Tool

The Address tool will appear upon logging in with a username and password. This tool allows you to estimate new 911 addresses or the location of an existing address.



Address tool is available on the Dixon County EM tab when logged in



Result when Address tool is activated available on the Dixon County EM tab

Training

GISW provided an on-line training meetings to help get County staff become comfortable using the new WebGIS site and so we may answer questions from users.

Project Schedule – project completed ahead of schedule

GISW projected the project completion to occur on or before December 31, 2013. Dixon County is pleased to announce that the project was officially completed on December 18, 2013, and with GISW's help, it was **able to launch the WebGIS project well ahead of the schedule**.

Project Completion Report:

Nance County, Nebraska

County-wide WebGIS Site

Prepared for:

The Nebraska State Records Board

November 7, 2013

Table of Contents

Project Overview

The Nance County Assessor and the Board of Commissioners received $10,220 in grant funding for their WebGIS project from the Nebraska State Records Board Grant Program. The total cost of the project contract with GISW was $14,600.

Nance County has established the Assessor's department as the foundation for GIS information. A Planning and Zoning tab is also featured on the new site. Subsequent departments within the county may also participate in using GIS information through the development of this website. The County has constructed and maintained a GIS parcel property layer for a number of years. The County saw the project as an avenue to share GIS parcel property data across all County departments, other government agencies, businesses and with the public through a new WebGIS solution.

Nance County feels that this project has successfully enhanced the delivery of local government agency services and improves government, public and business access to those services via the WebGIS system described below.

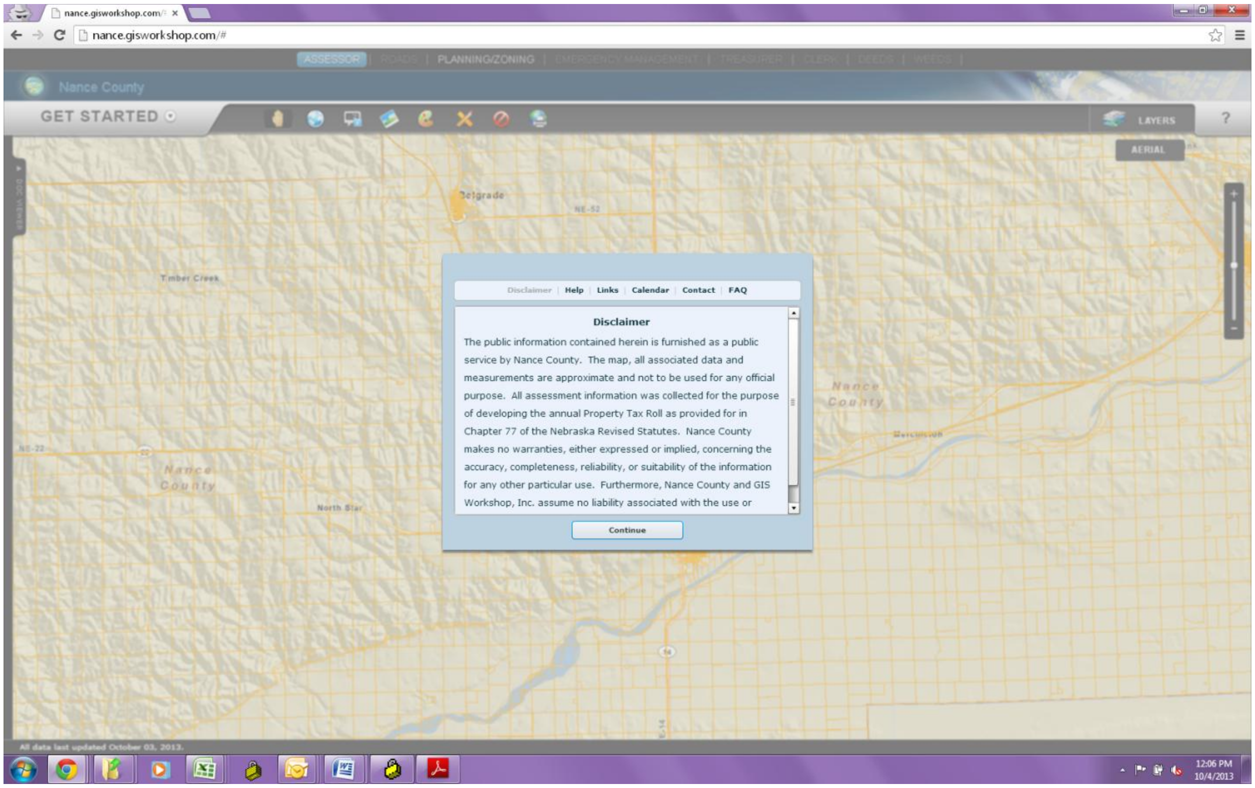
Scope of Work: Nance County NE WebGIS site

Nance County hired GISW to create a WebGIS site for the County. The system is designed to leverage the investment the County made in the assessment GIS to promote online GIS for multiple departments.

Assessor Tab

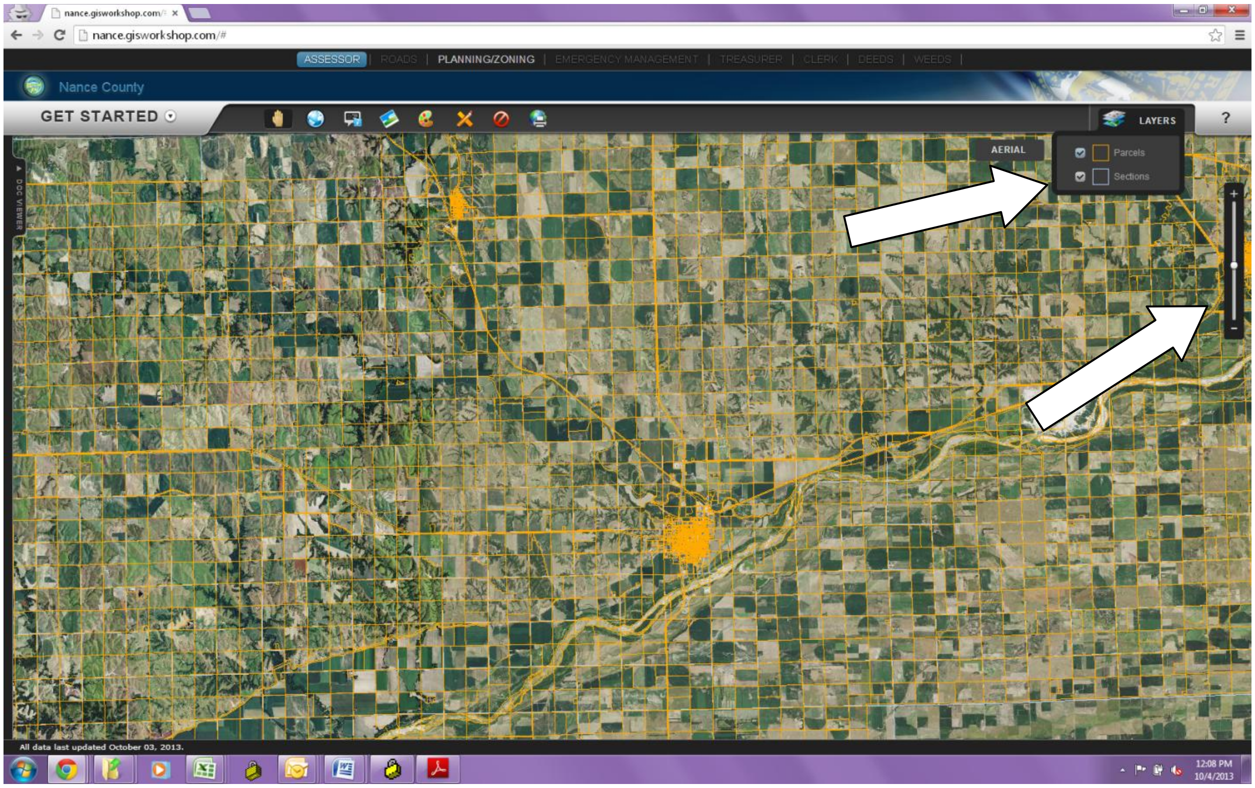
GISW configured the WebGIS to work with the MIPS assessment software database in place with Nance County. The MIPS database is now downloaded on a nightly basis to power the property information component of the WebGIS application. The MIPS database is joined with the parcel property layer "on the fly" using GISWs proprietary technology.

The Assessor tab features the data layers and tools specific to the needs of the Assessment staff, real estate professionals and land owners. Below are actual screen shots from the Nance County WebGIS site found at http://nance.gisworkshop.com. The WebGIS will allow anyone with Internet access to search for information and view maps concerning Nance County property ownership, sales information and other assessment/appraisal data.



Opening screen (Assessor Tab) of GIS Workshop's Enterprise WebGIS for Nance County, NE.

The WebGIS opens to the Assessor tab with parcels, sections and a street base map layers visible. The user can toggle the background mapping between the satellite view that includes 2012 FSA aerial photography, 2010 imagery, 2006 imagery, 2003 imagery, and the default street base map.



Assessor Tab layers for Nance County, NE and the zoom tool.

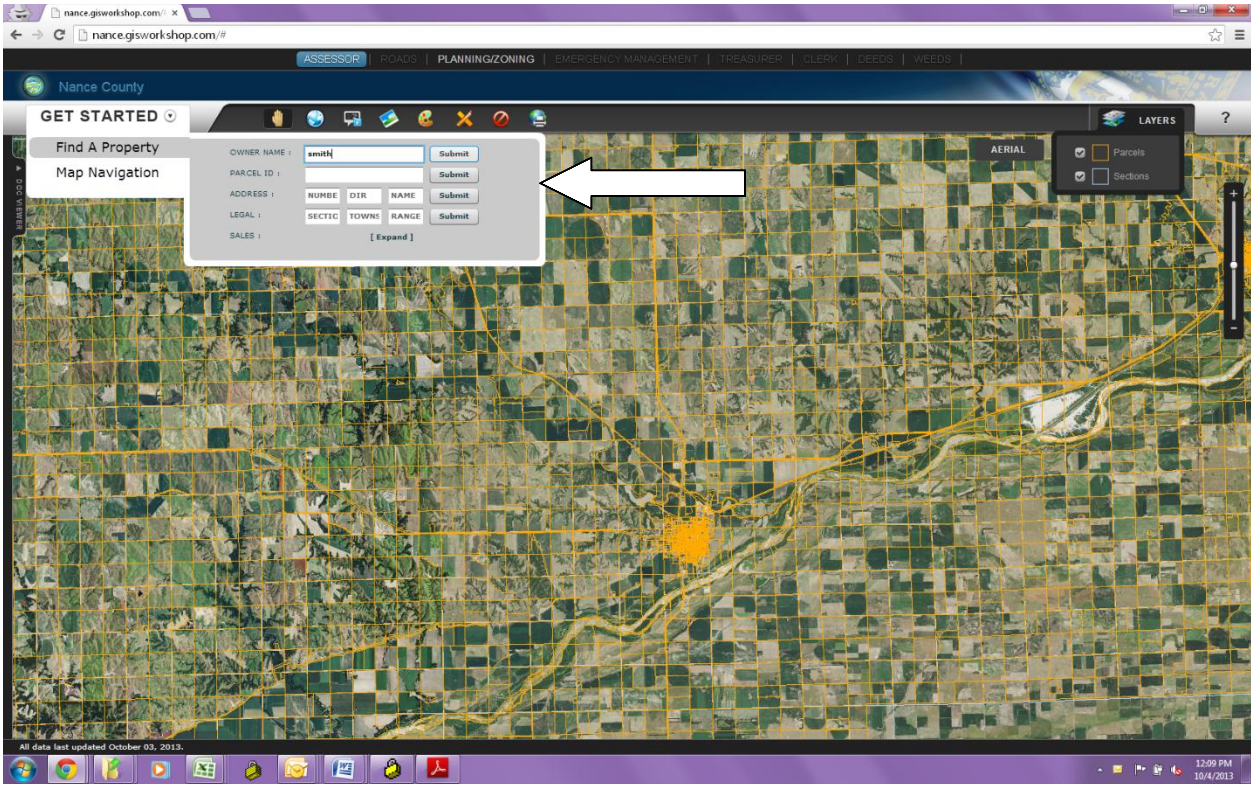
Data Layers, Sources, and Update Frequency

1. Parcels (supplied by Assessor)
2. Sections (supplied by Assessor)
3. Latest FSA aerial imagery (supplied by GISWs Nebraska Shared GIS Services System "NebGIS.com")

Nance County coordinates with GISW to update the GIS parcel data layer. The GIS parcel layer contains the property boundary geometry and parcel identification number. The public land survey system (PLSS) Sections layer is primarily used to help with zooming to a specific section/township/range. GISW has software on a Nance County server to access photos and sketches. GISW will continue to utilize this software to perform monthly updates for the photos and sketches on the WebGIS site.

Searches (Get Started)

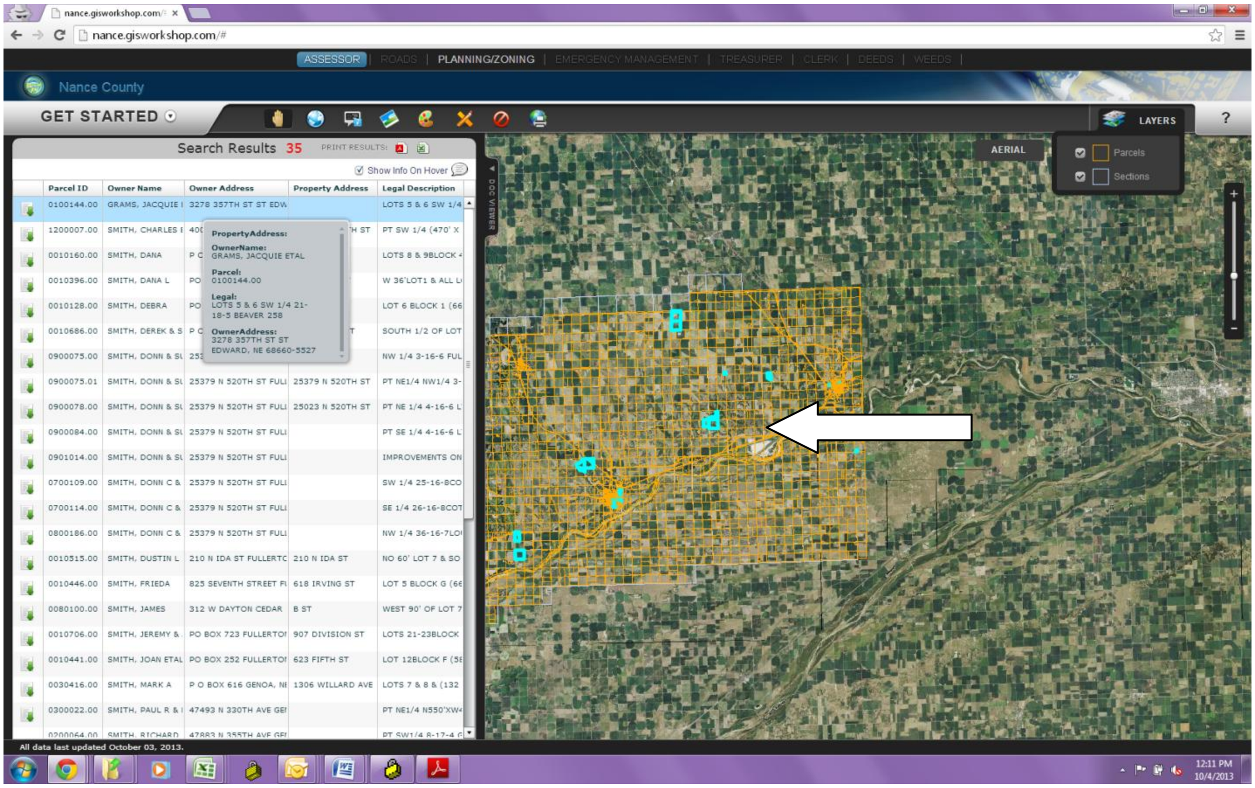
Complete property and sales information is available via the search features. Under the 'Get Started' drop-down menu, 'Find a Property' options include owner name, parcel ID, address, or legal description. In addition, the user may use additional sales data filters to narrow the search (sales date range, price range, year built, or other pertinent parameters).



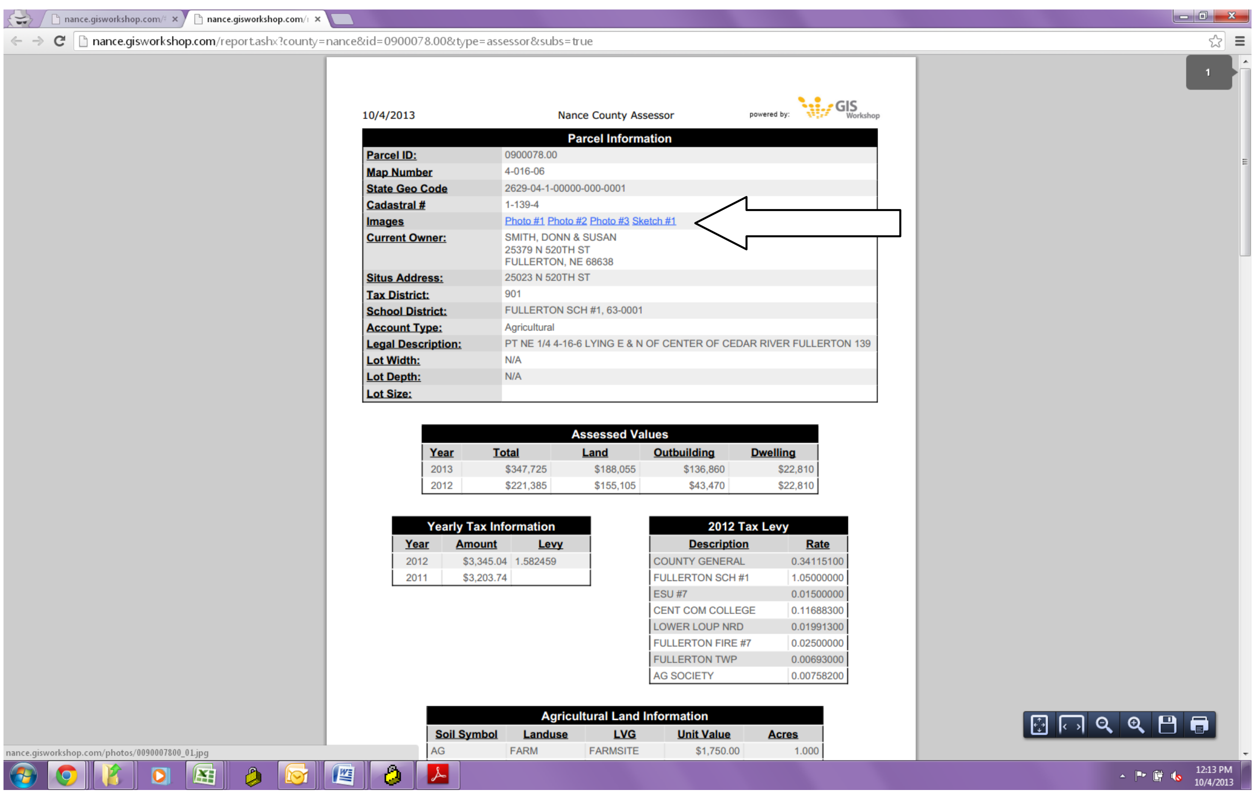
Assessor tab showing property search box

Searching for the name "Smith" results in the system finding every parcel owned by a "Smith" in the County. The list of search results can be exported to a PDF document or downloaded as a Microsoft Excel document. This feature is available for property search results and identify results and greatly expands the value of the system for government, public and business use. For example, researchers can easily find the name and address of property owners without having to go to the courthouse.

Once the user finds the property of interest, clicking on the property makes the map zoom into the chosen parcel and the parcel polygon is highlighted. The full property report card is displayed with links to photos, value, sale, building and land information.



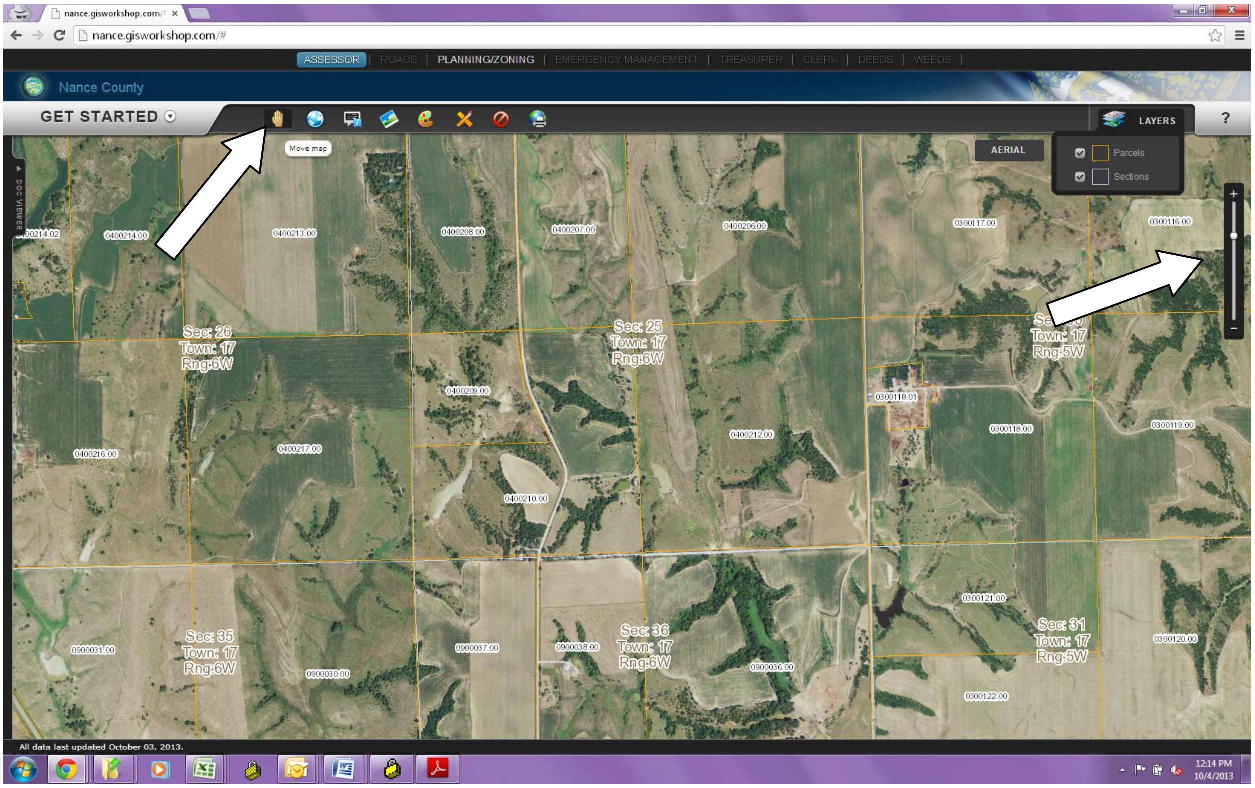
Property search results (note the map changed the extent to show highlighted parcels)



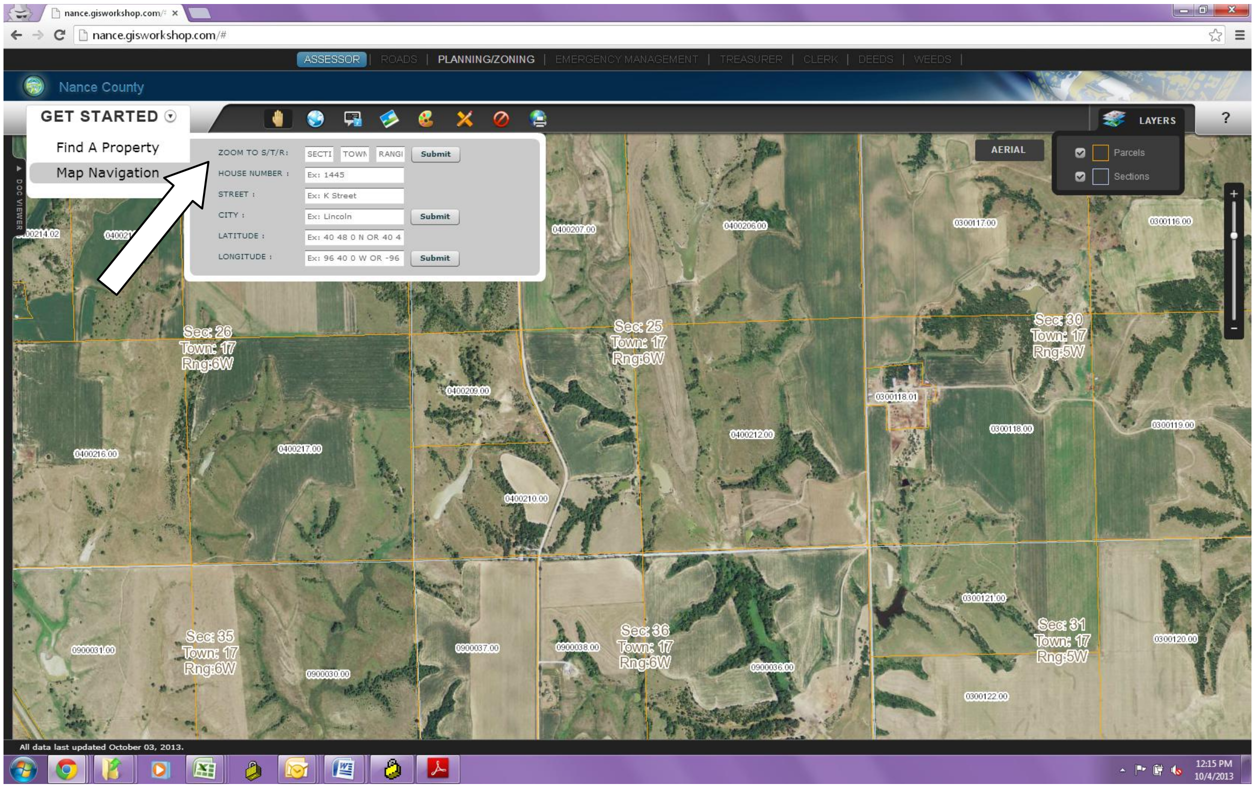
Example PDF Property Record Card (note hyperlinks to photos and sketches)

Map Navigation

A slider bar for general zoom in/out viewing is available at all times. Under the 'Get Started' drop down menu, the map navigation option allows the user to 'zoom to section/township/range'. The user may enter a specific section/township/range or latitude/longitude (GPS coordinate) and then the map zooms into the specified location. Easy panning or the ability to move the map around is possible via the pan tool icon located in the toolbar.



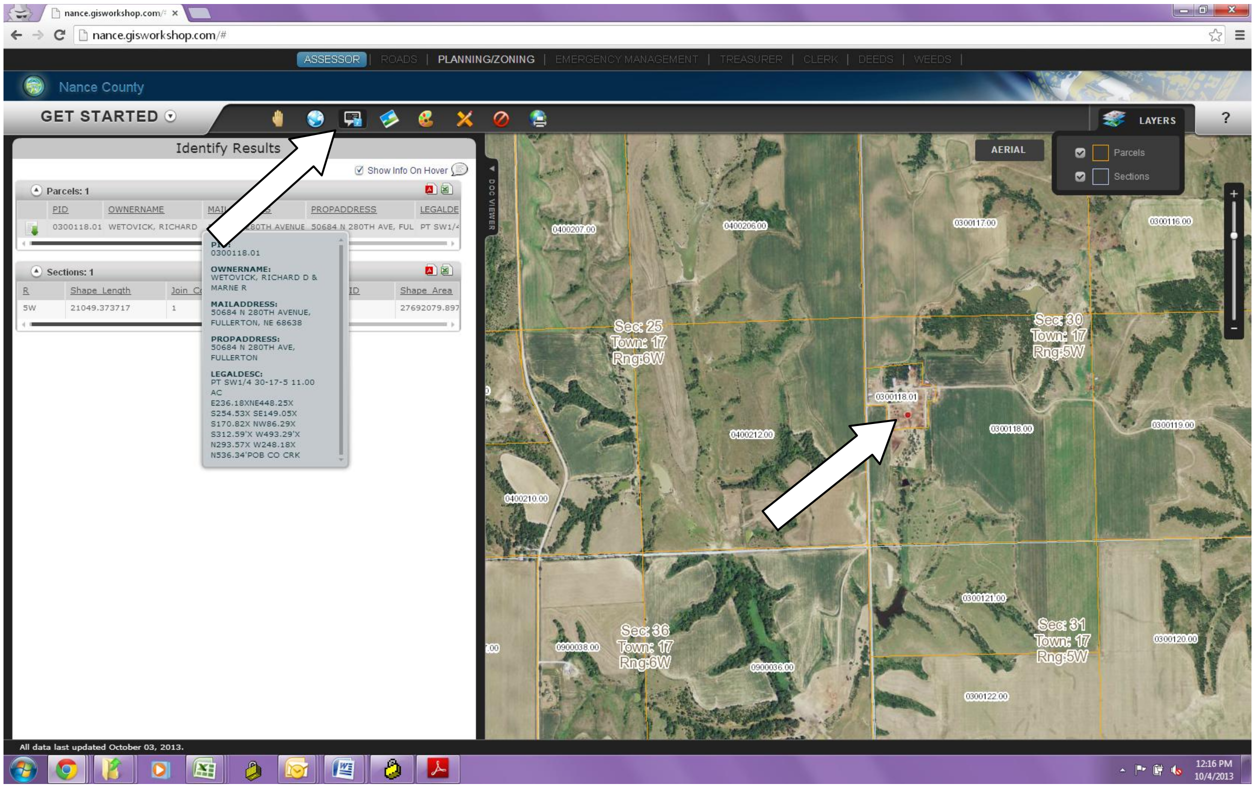
Zoom slider bar (right side) and activated pan tool icon (hand) in horizontal toolbar



User enters section/township/range

Identify tool

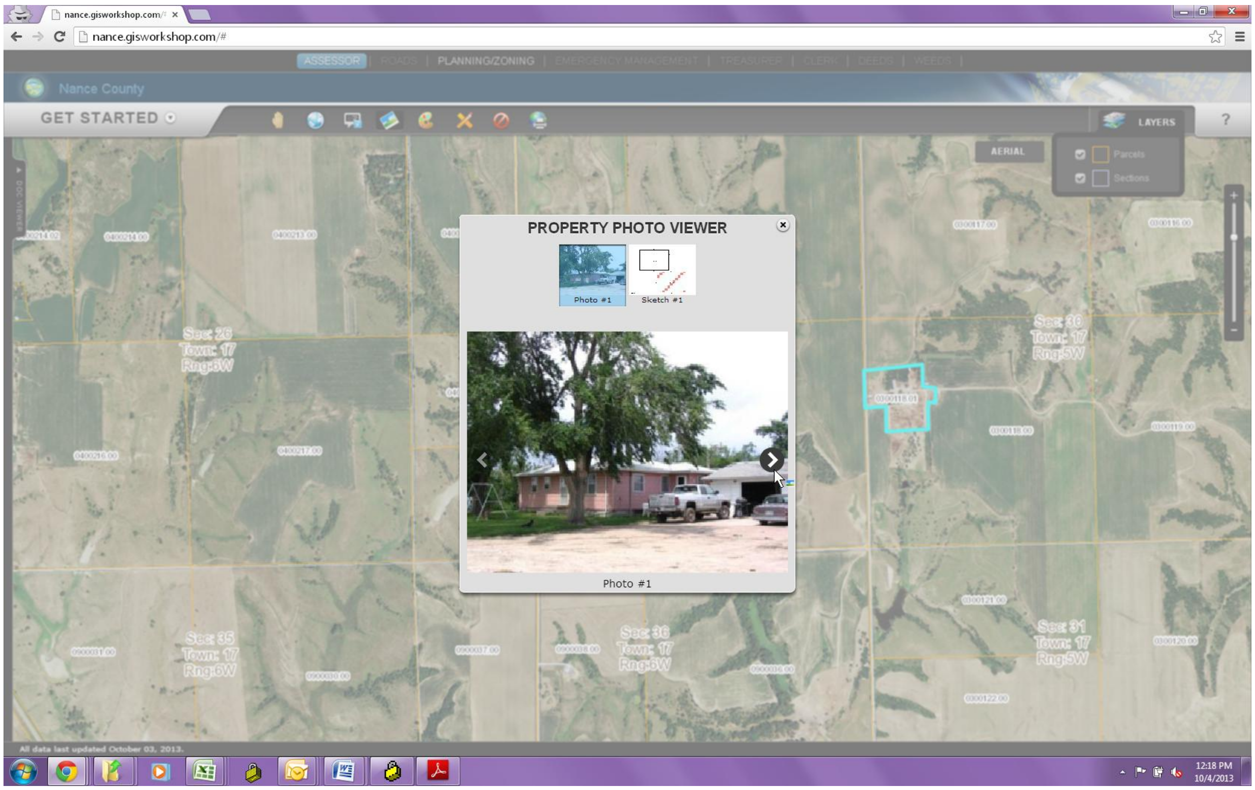
The Identify Tool allows a user to click on the map to get results for all map visible layers. The user can click on a map inside a parcel and the WebGIS will return the parcel details as well as other layers such as sections, land use or soils if they are available and turned on in the layers menu.



Activated Identify tool results on Assessor tab

Photo Tool

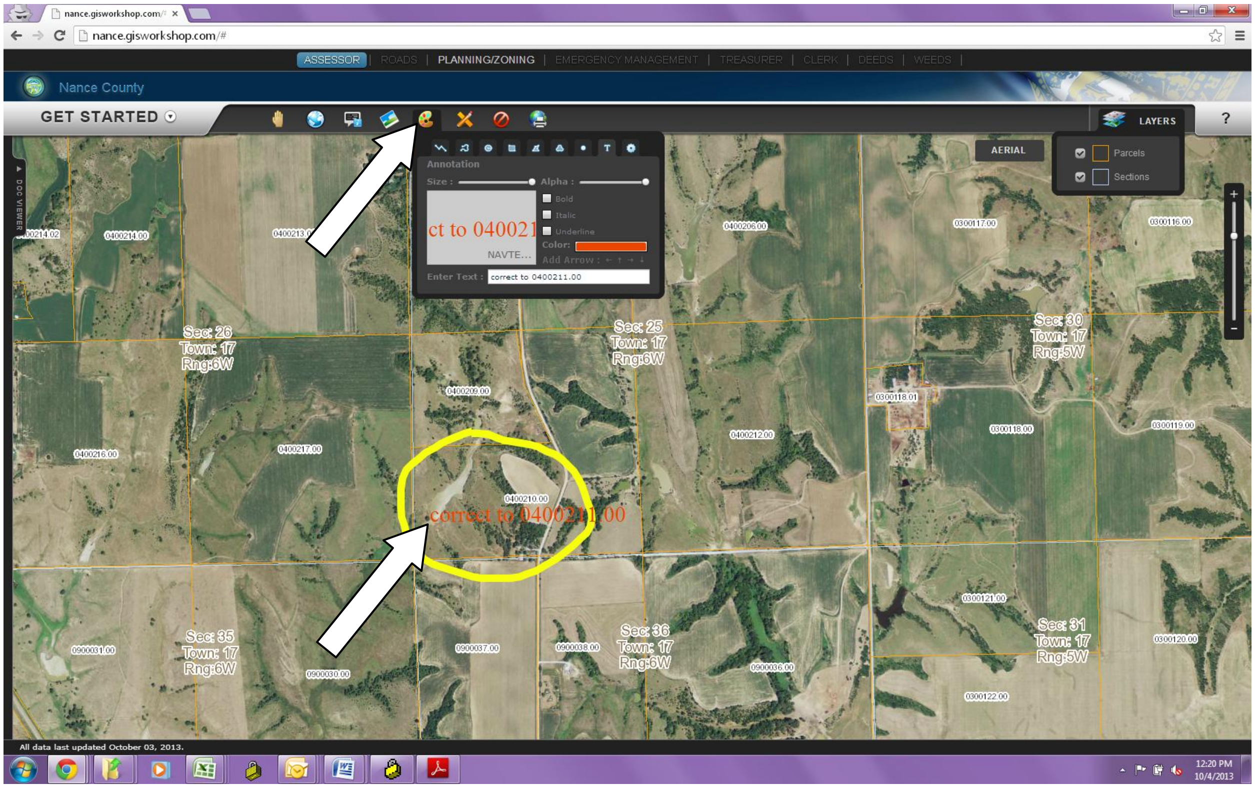
The Photo Tool is a great way to view individual building improvements. The tool reads the assessment database for all available photos and sketches and displays them in a photo window.



Property Photo Viewer Tool shows all available images from the Assessor's database

Drawing Tool

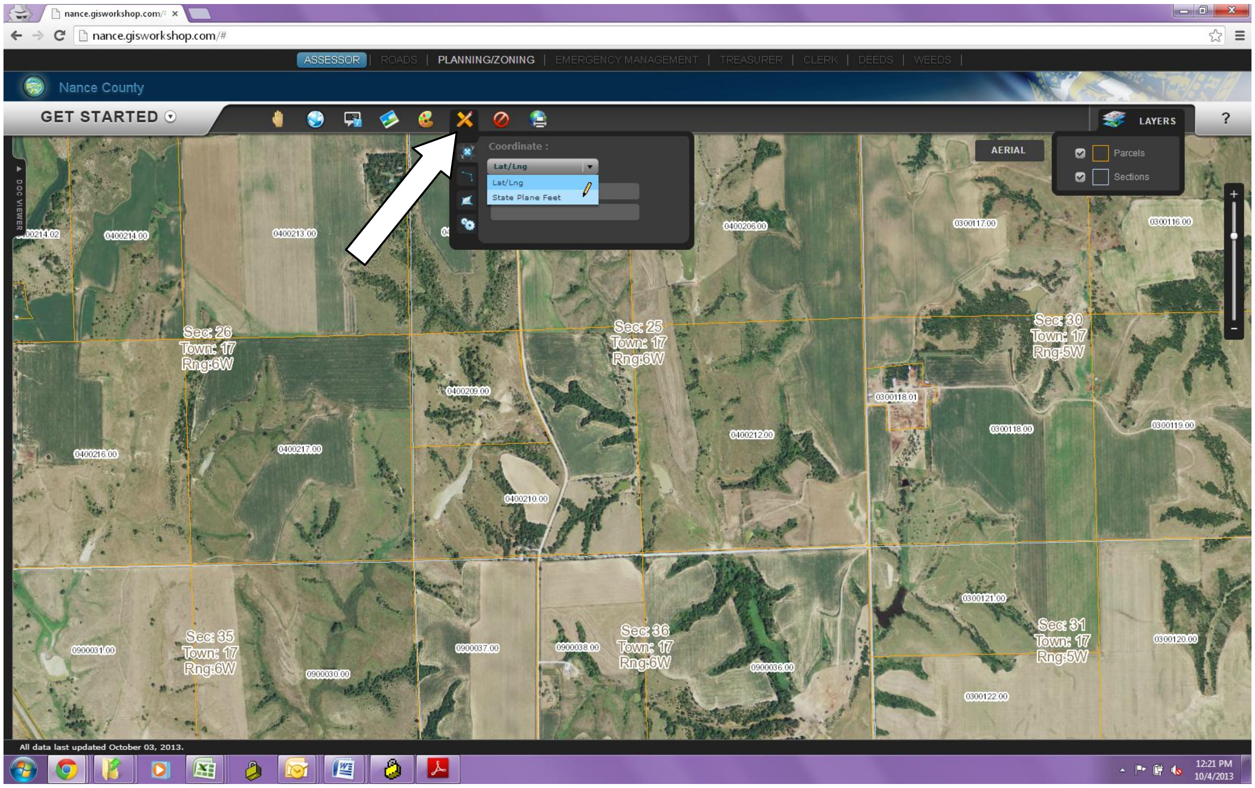
The drawing tool offers a wide range of options to mark up the map. The drawing tool offers options for point, line, polygon and text size, color and transparency. The drawing tool combined with the print to email tool has drastically improved the capability for clients to provide immediate feedback to GISW technicians.



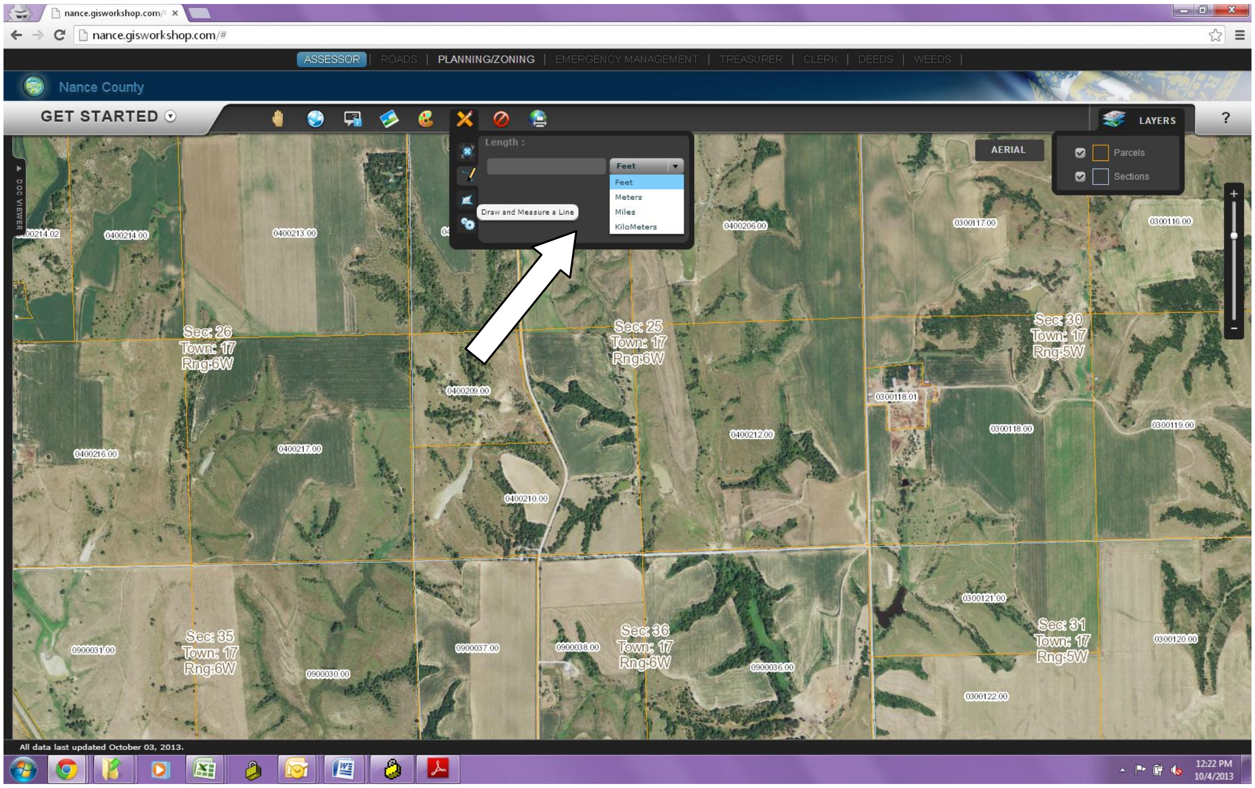
Drawing tool illustrating line and text features to show where a PID needs to be updated.

Measurement tool

Length (feet, meters, miles, and kilometers) and area (acres, square feet, square meters, square miles, and square kilometers) measurements can be easily performed via the Measurement Tool. Using this tool, simply click at the starting point and double click at the ending point to measure a length or draw a polygon by clicking at each vertex location to measure the area. The total measurement appears in a box at the top of the screen as seen in the figure below.



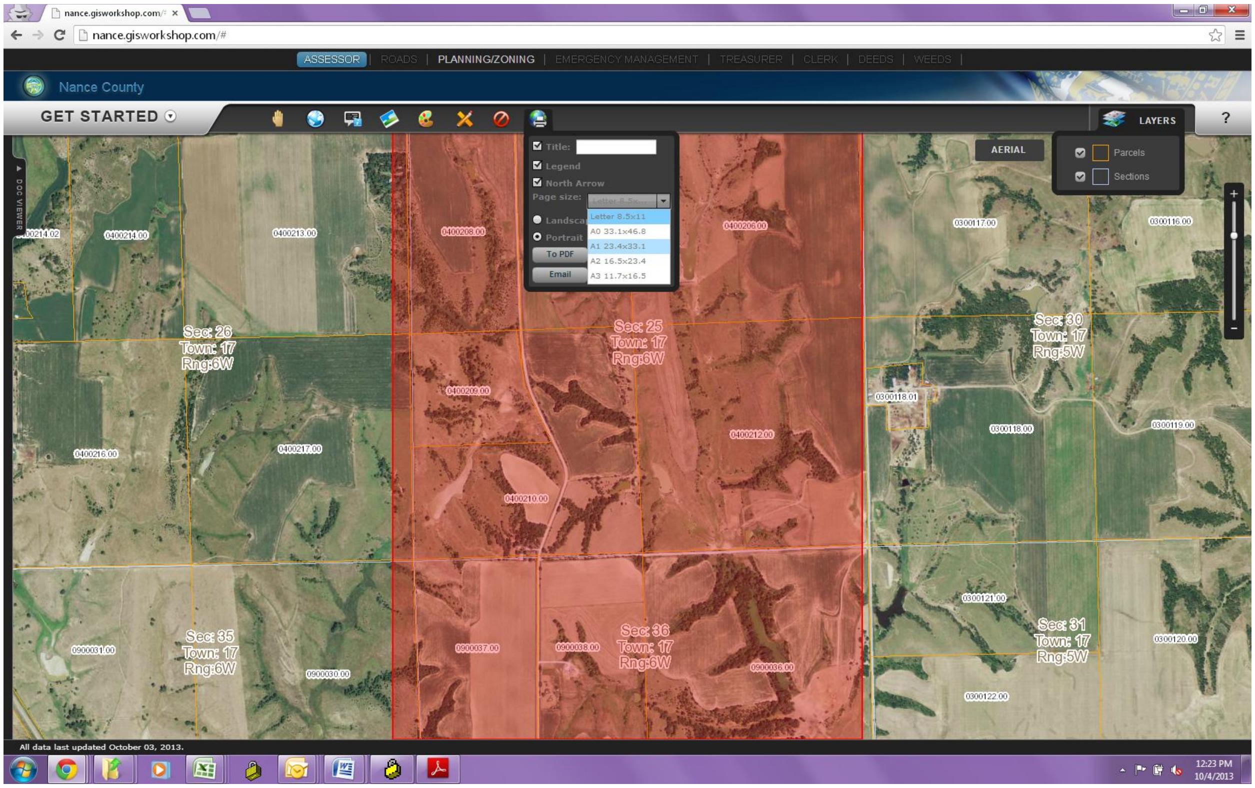
Measurement tool showing available coordinate system options



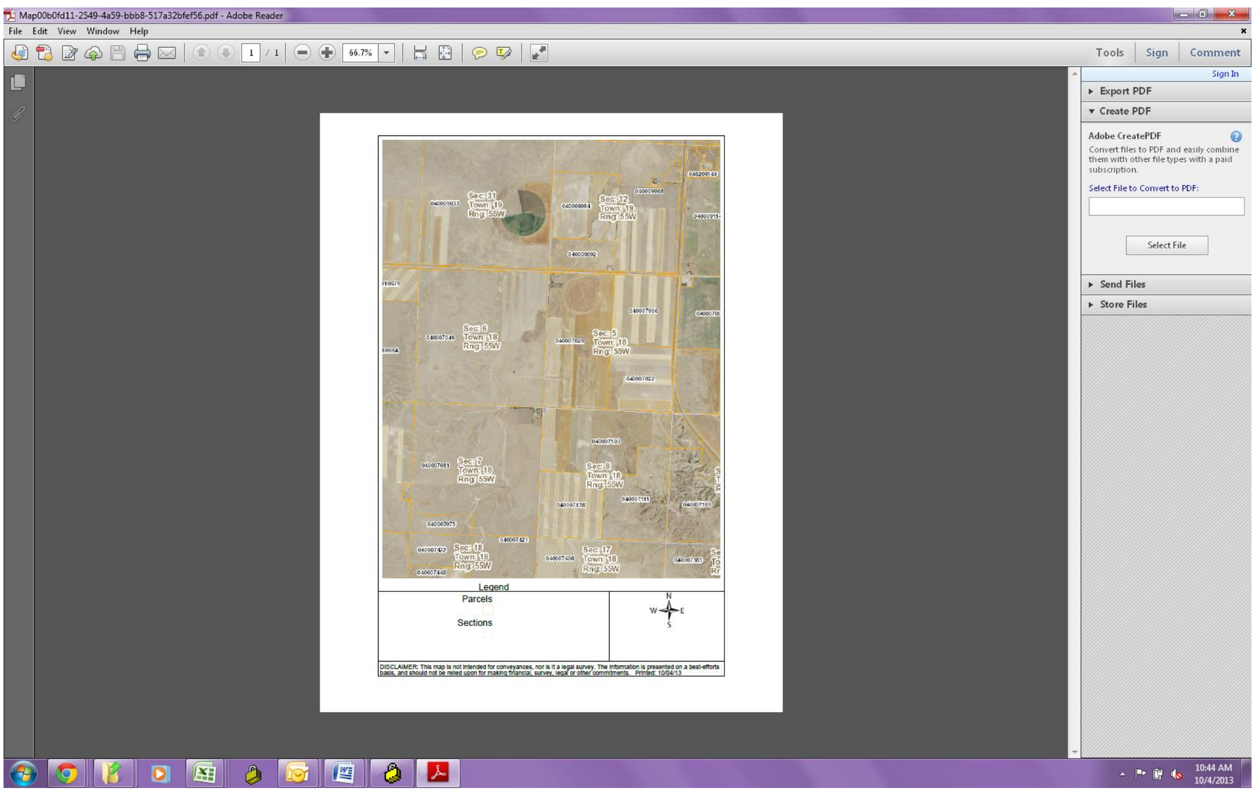
Measurement tool showing available options for measurement of lines

Print Tool

This tool allows anyone to save a screenshot of the map image on their screen and save the image as a PDF. In addition, we can create a customized map complete with optional Title, Legend, and North Arrow. When opening the 'Print Map' tool, a dropdown menu appears in addition to a large red box on the screen which designates print area. Clicking the checkboxes in the dropdown next to the Title, Legend, or North Arrow will integrate these into the map that will be generated. We can create a PDF of the map in a variety of sizes or email the map directly from the website.



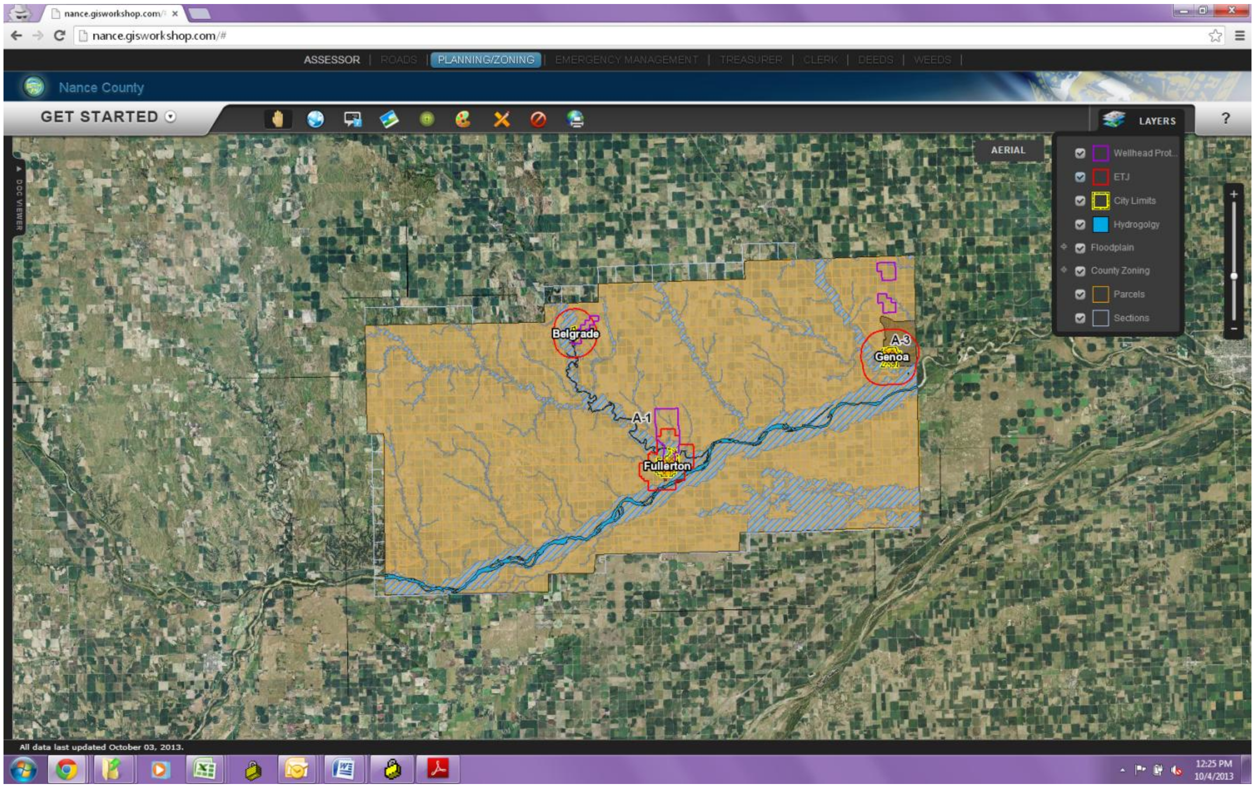
Print tool showing available options and print area within red box



Print tool showing PDF of map that was created from tool and emailed

Planning and Zoning Tab

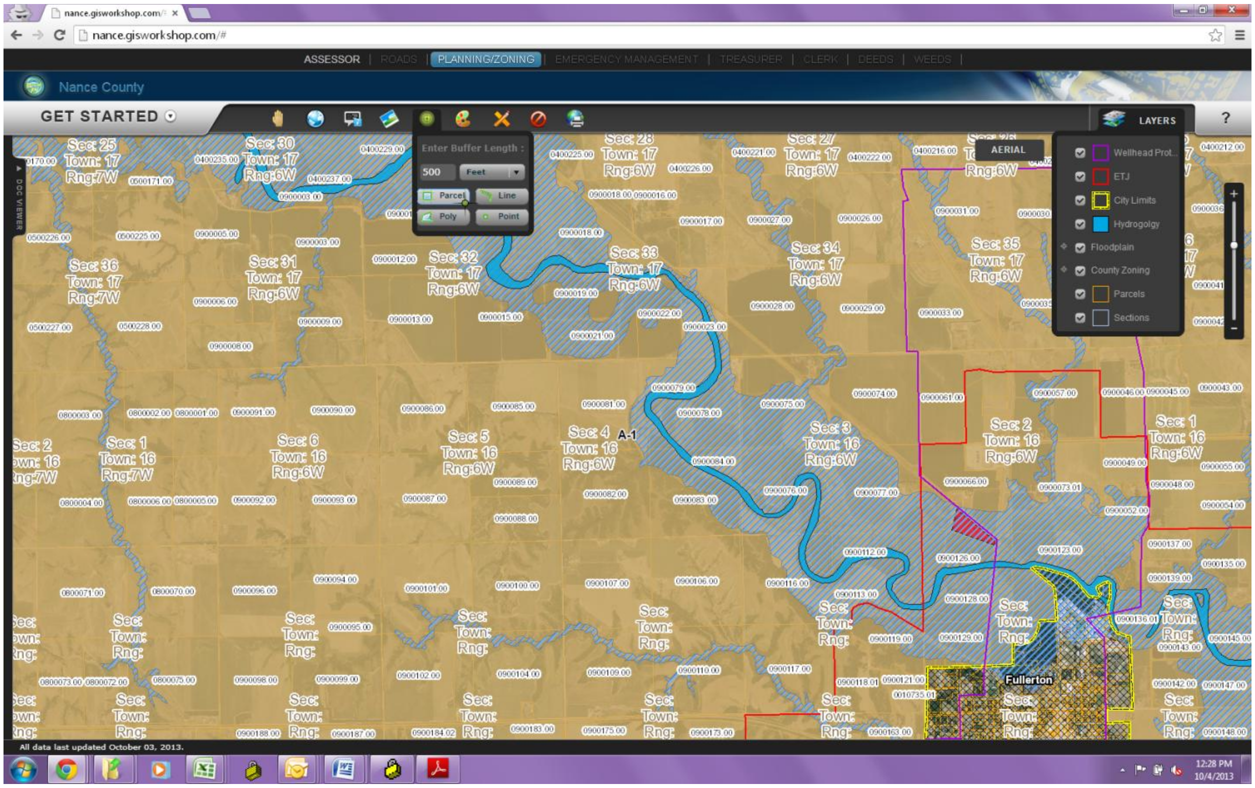
The Planning and Zoning tab features the data layers and tools from the Assessor tab. Additionally, specific layers and tools have been added that cater to the needs of the Planning and Zoning staff. Below are actual screen shots from the Nance County Planning and Zoning found at http://nance.gisworkshop.com.



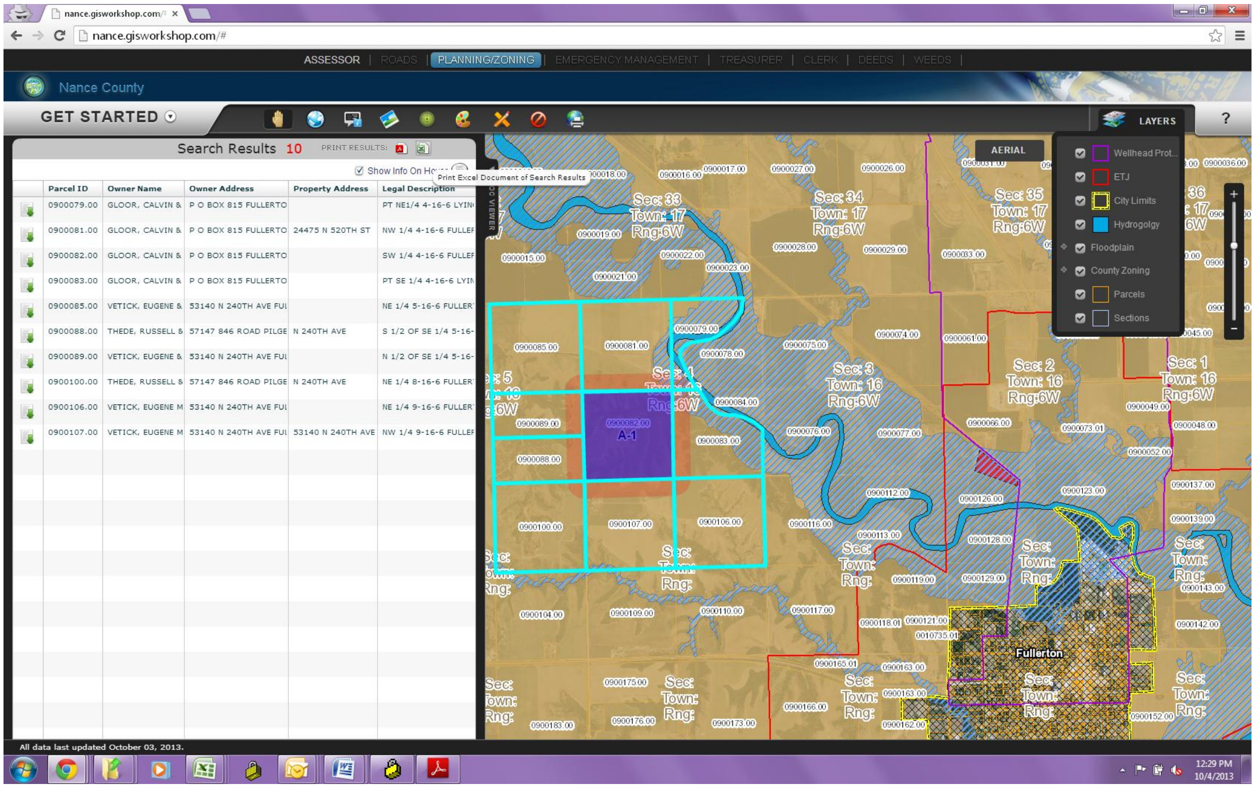
Layers available on the Nance County Planning and Zoning tab

Buffer Tool

The buffer tool identifies features within a user-defined radius (feet or meters) of a selected parcel or user-defined line, point or polygon. This information is available as a report that can be printed to a PDF document or exported to Microsoft Excel.



The buffer tool offers numerous options for buffering: by parcel, line, polygon or point.



The buffer tool produces a report of all property owners within the requested 500 mile radius of the selected parcel. This report may be printed or exported to Excel.

Training

GISW provided an on-line training meeting for both the Assessor staff and Planning and Zoning administrator was on November 5, 2013 to help get County staff become comfortable using the new WebGIS site and so we may answer questions from users.

Project Schedule – project completed ahead of schedule

GISW projected the project completion to occur on or before December 31, 2013. Nance County is pleased to announce that, with GISWs help, it was able to launch the WebGIS project ahead of the schedule and it was officially completed on November 5, 2013, over 1.5 months ahead of schedule.

Project Completion Report:

York County, Nebraska

County-wide WebGIS Site

Prepared for:

The Nebraska State Records Board

November 22, 2013

Table of Contents

Project Overview
The York County Board of Commissioners received $17,500 in grant funding for their WebGIS project from the Nebraska State Records Board Grant Program. The total cost of the project contract with GISW was $25,000.

York County has established the Assessor's department as the foundation for GIS information and tabs existed for the Assessor, Clerk and Treasurer. This project encompassed the development of new tabs for Emergency Management, Planning/Zoning, Roads and Weeds. Subsequent departments within the county may also participate in using GIS information through the development of this website. The County has constructed and maintained a GIS parcel property layer for a number of years. The County saw the project as an avenue to share for GIS parcel property data across all County departments, other government agencies, businesses and with the public through a new WebGIS solution.

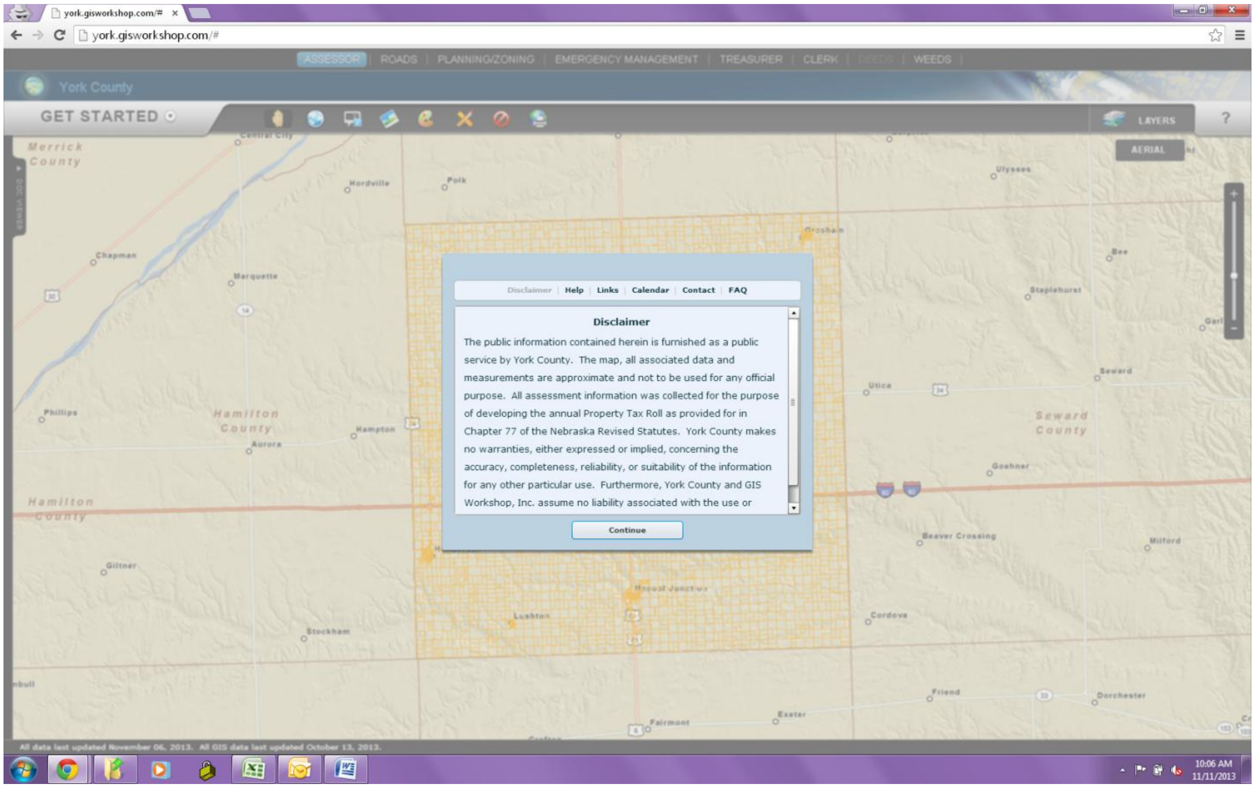
York County feels that this project has successfully enhanced the delivery of local government agency services and improves government, public and business access to those services via the WebGIS system described below.

Scope of Work: York County NE WebGIS site
York County hired GISW to configure their county WebGIS template for York County. The system is designed to leverage the investment the County made in the assessment GIS to promote online GIS for multiple departments.

Assessor Tab

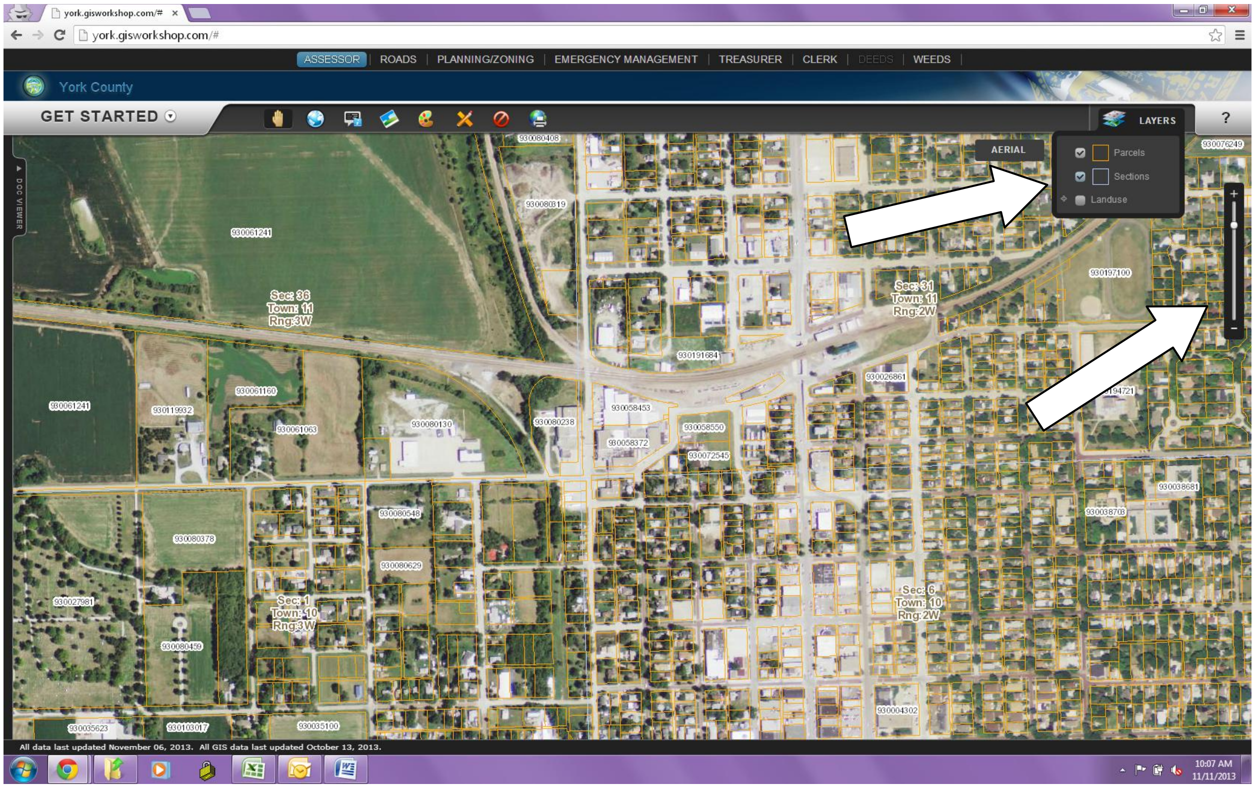
GISW configured the WebGIS to work with the TerraScan assessment software database in place with York County. The TerraScan database is now downloaded on a nightly basis to power the property information component of the WebGIS application. The TerraScan database is joined with the parcel property layer using GISWs proprietary technology.

The Assessor tab features the data layers and tools specific to the needs of the Assessment staff, real estate professionals and land owners. Below are actual screen shots from the York County WebGIS site found at http://york.gisworkshop.com. The WebGIS will allow anyone with Internet access to search for information and view maps concerning York County property ownership, sales information and other assessment/appraisal data.



Opening screen (Assessor Tab) of GIS Workshop's Enterprise WebGIS for York County, NE.

The WebGIS opens to the Assessor tab with parcels, sections and a street base map layers visible. The user can toggle the background mapping between the satellite view that includes 2012 FSA aerial photography, 2010 imagery, 2006 imagery, 2003 imagery, and the default street base map.



Assessor Tab layers for York County, NE and the zoom tool.

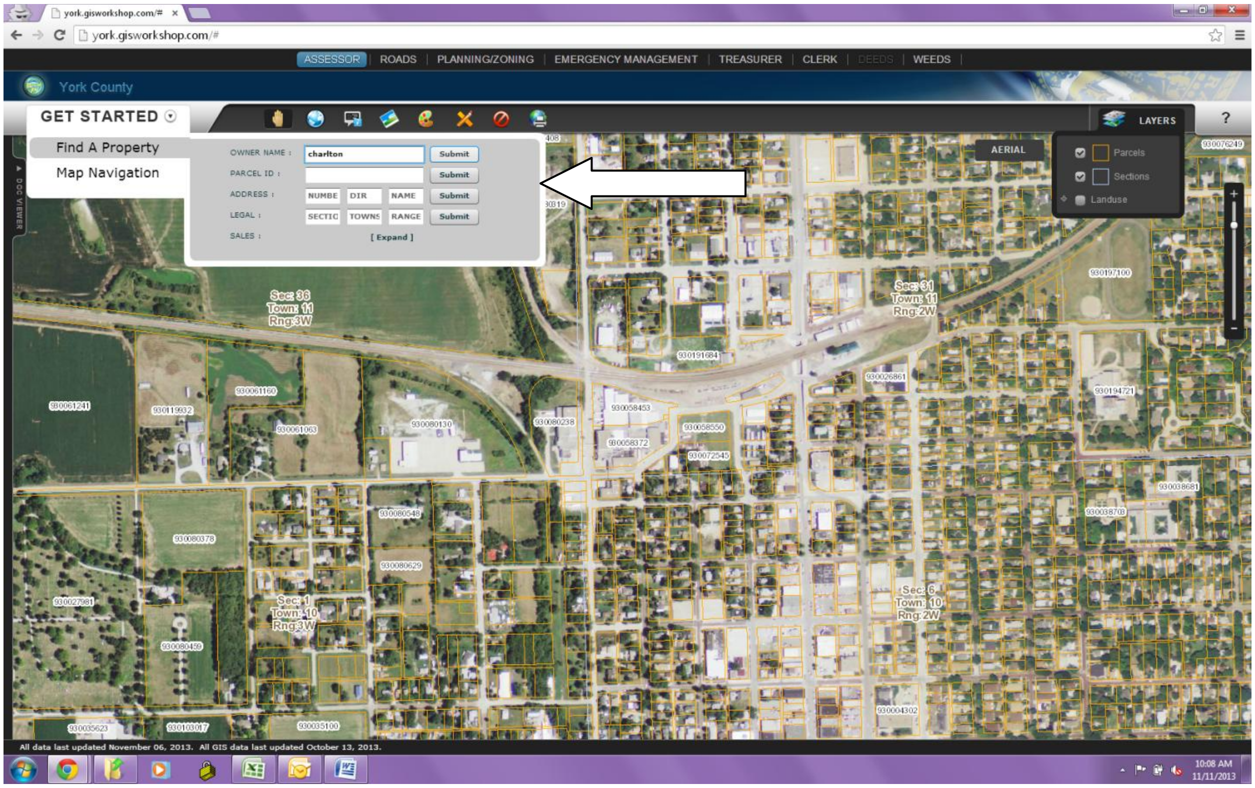
Data Layers, Sources, and Update Frequency

1. Parcels (supplied by Assessor)
2. Sections (supplied by Assessor)
3. Latest FSA aerial imagery (supplied by GISW)

York County coordinates with GISW to update the GIS parcel data layer. The GIS parcel layer contains the property boundary geometry and parcel identification number. The Sections layer is primarily used to help with zooming to a specific section/township/range and is available as a visible layer on the map. GISW has software on a York County server to access photos and sketches. GISW will continue to utilize this software to perform monthly updates for the photos and sketches on the WebGIS site.

Searches (Get Started)

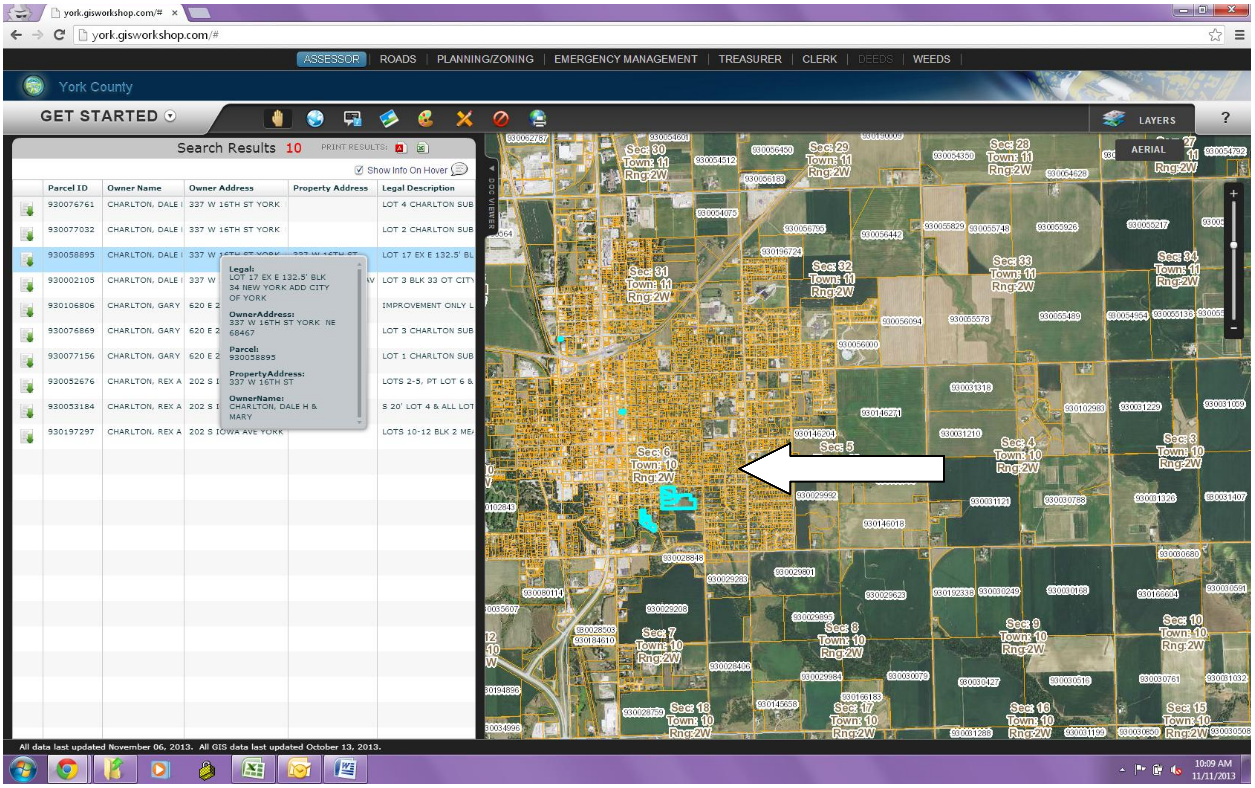
Complete property and sales information is available within seconds via the search features. Under the 'Get Started' drop-down menu, 'Find a Property' options include owner name, parcel ID, address, or legal description. In addition, the user may use additional sales data filters to narrow the search (sales date range, price range, year built, or other pertinent parameters).



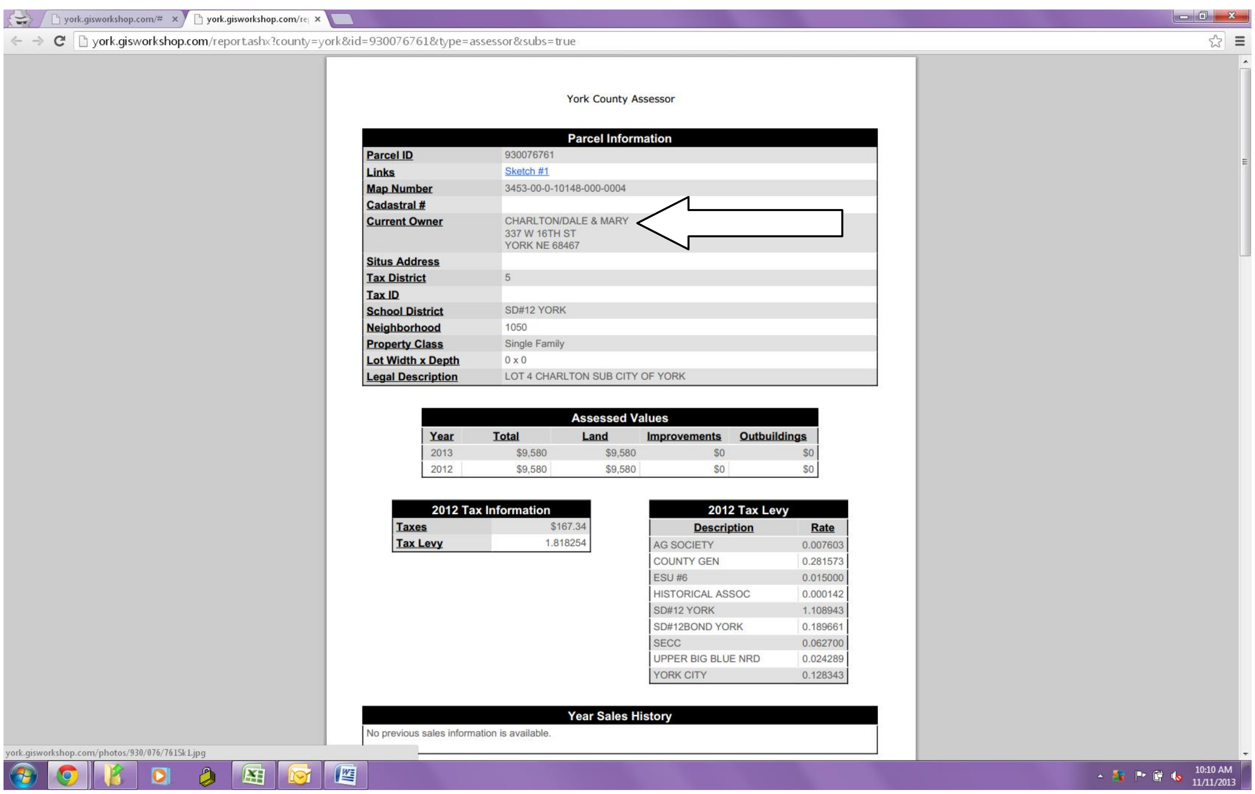
Assessor tab showing property search box

Searching for the name "Cunningham" results in the system finding every parcel owned by a "Cunningham" in the County. The list of search results can be exported to a PDF document or downloaded as a Microsoft Excel document. This feature is available for property search results and identify results and greatly expands the value of the system for government, public and business use. For example, researchers can easily find the name and address of property owners without having to go to the courthouse.

Once the user finds the property of interest, clicking on the property makes the map zoom into the chosen parcel and the parcel polygon is highlighted. The full property report card is displayed with links to photos, value, sale, building and land information.



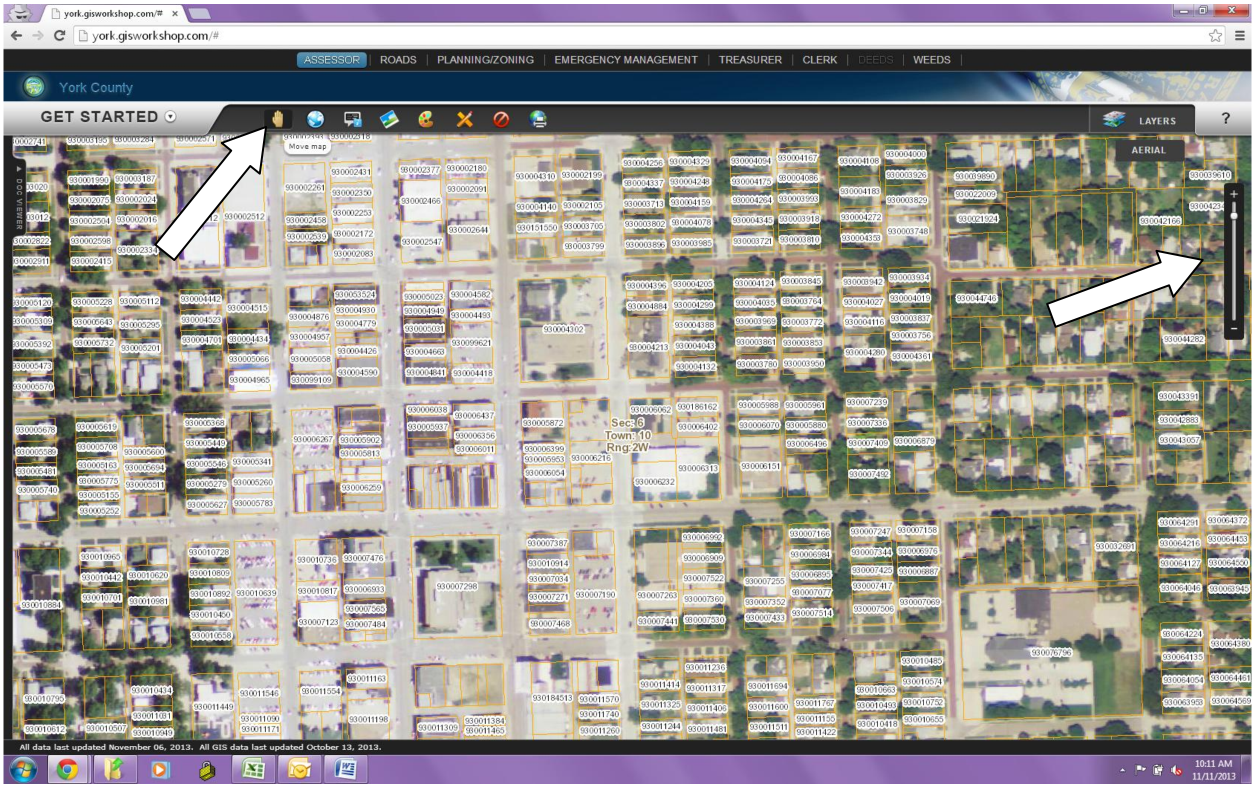
Property search results (note the map changed the extent to show highlighted parcels)



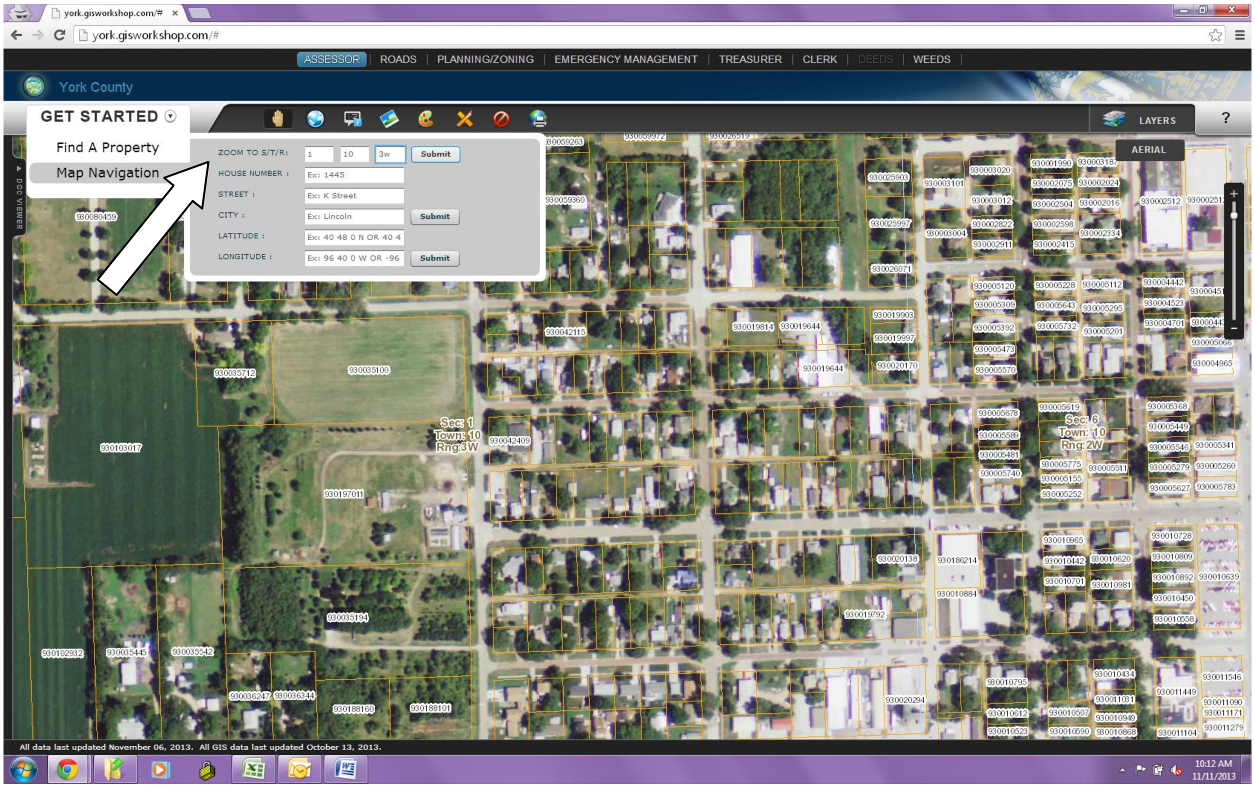
Example PDF Property Record Card (note hyperlinks to photos and sketches)

Map Navigation

A slider bar for general zoom in/out viewing is available at all times. Additionally, under the 'Get Started' drop down menu, the map navigation option allows the user to 'zoom to section/township/range'. Easy panning or the ability to move the map around is possible via the pan tool icon located in the toolbar. The user may enter a specific section/township/range or latitude/longitude (GPS coordinate) and then the map zooms into the specified location.



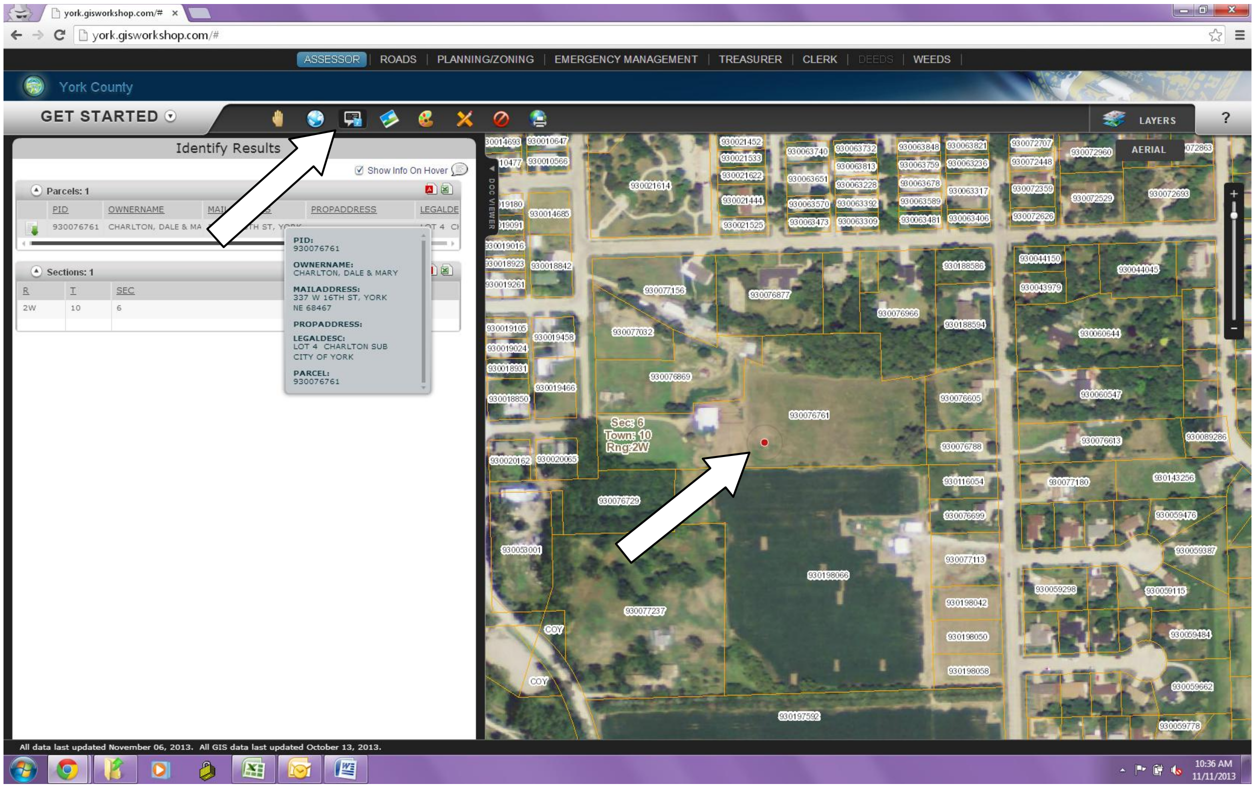
Zoom slider bar (right side) and activated pan tool icon (hand) in horizontal toolbar



User enters section/township/range

Identify tool

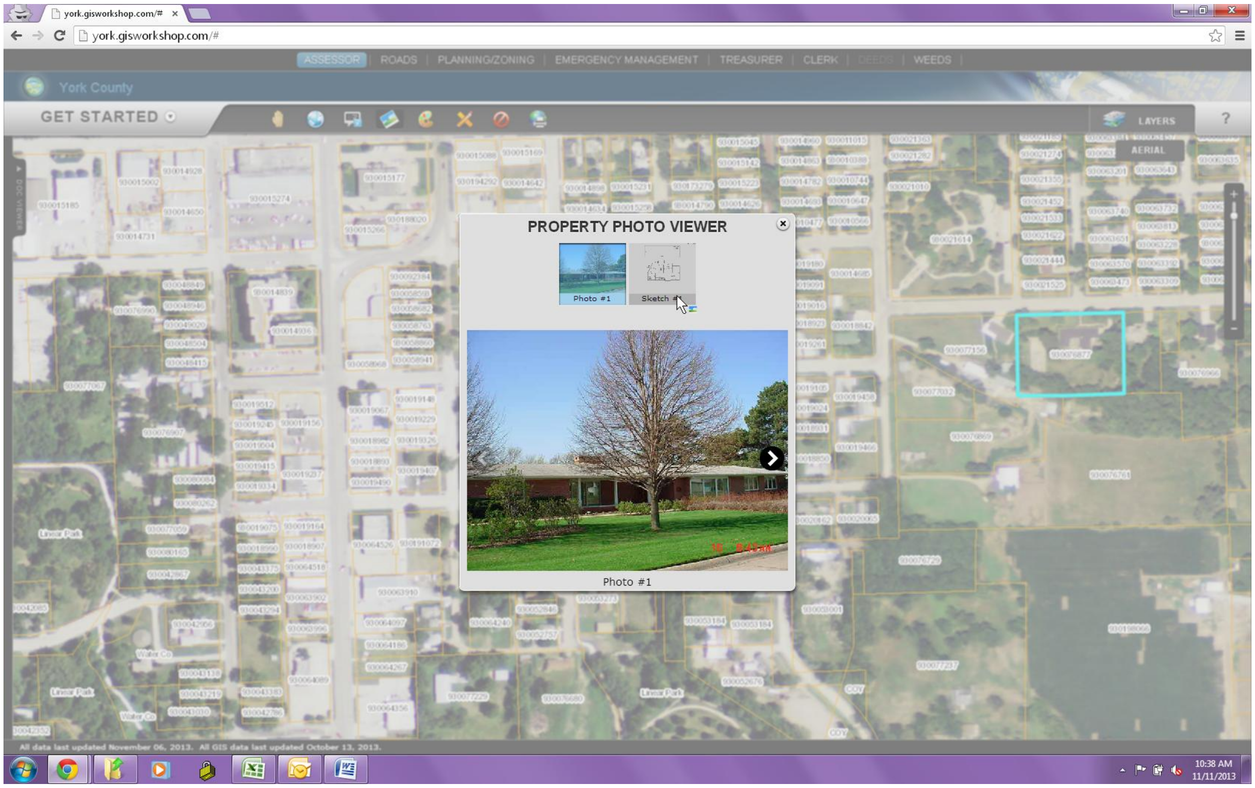
The Identify Tool allows a user to click on the map to get results for all map visible layers. The user can click on a map inside a parcel and the WebGIS will return the parcel details as well as other layers such as sections, land use or soils if they are available and turned on in the layers menu.



Activated Identify tool results on Assessor tab

Photo Tool

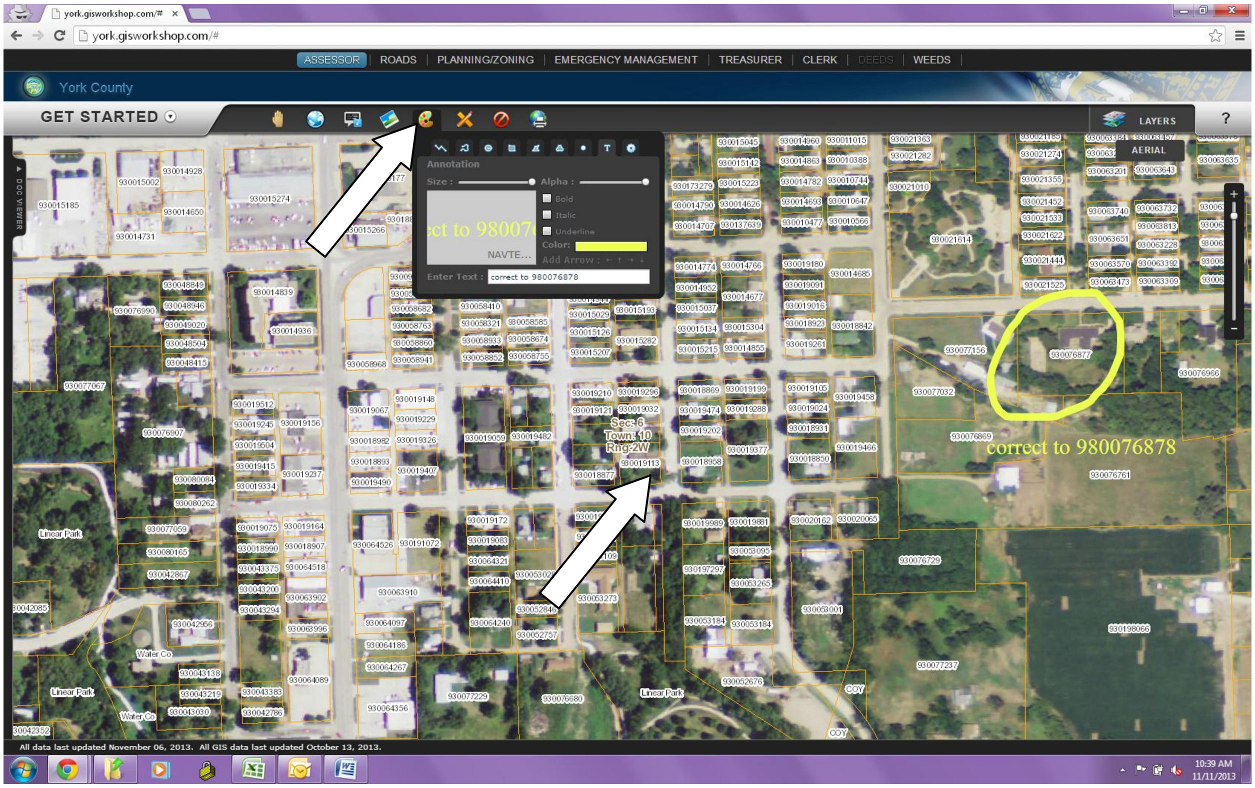
The Photo Tool is a great way to view individual building improvements. The tool reads the assessment database for all available photos and sketches and displays them in a photo window.



Property Photo Viewer Tool shows all available images from the Assessor's database

Drawing Tool

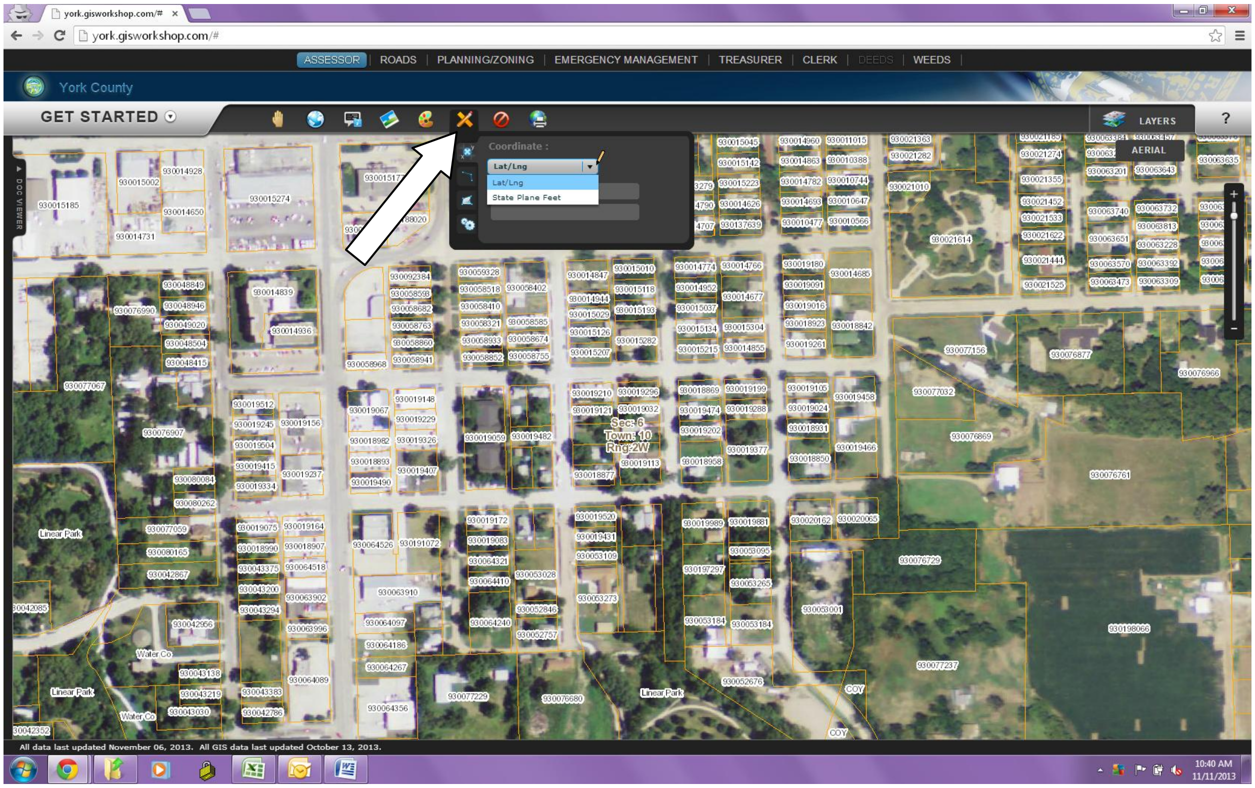
The drawing tool offers a wide range of options to mark up the map. The drawing tool offers options for point, line, polygon and text size, color and transparency. The drawing tool combined with the print to email tool has drastically improved the capability for clients to provide immediate feedback to GISW technicians.



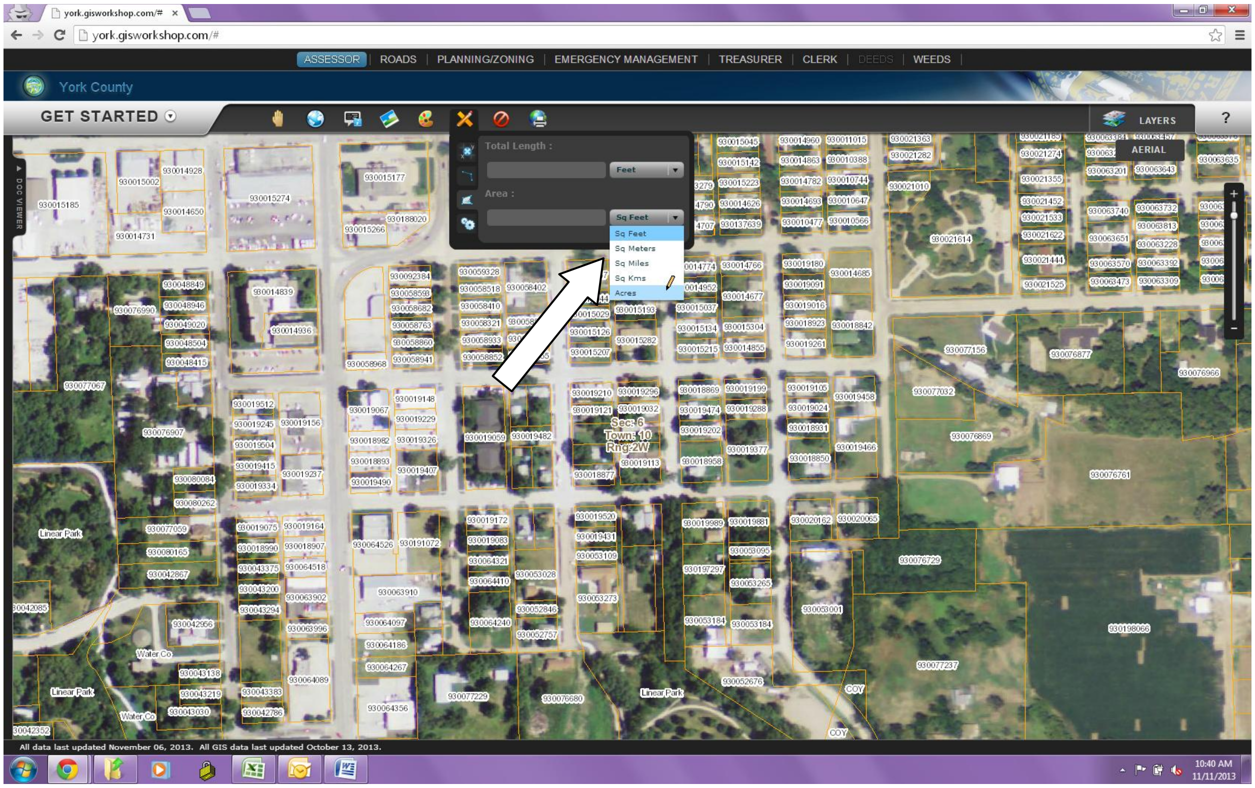
Drawing tool illustrating line and text features to show where a PID needs to be updated.

Measurement tool

Length (feet, meters, miles, and kilometers) and area (acres, square feet, square meters, square miles, and square kilometers) measurements can be easily performed via the Measurement Tool. Using this tool, simply click at the starting point and double click at the ending point to measure a length or draw a polygon by clicking at each vertex location to measure the area. The total measurement appears in a box at the top of the screen as seen in the figure below.



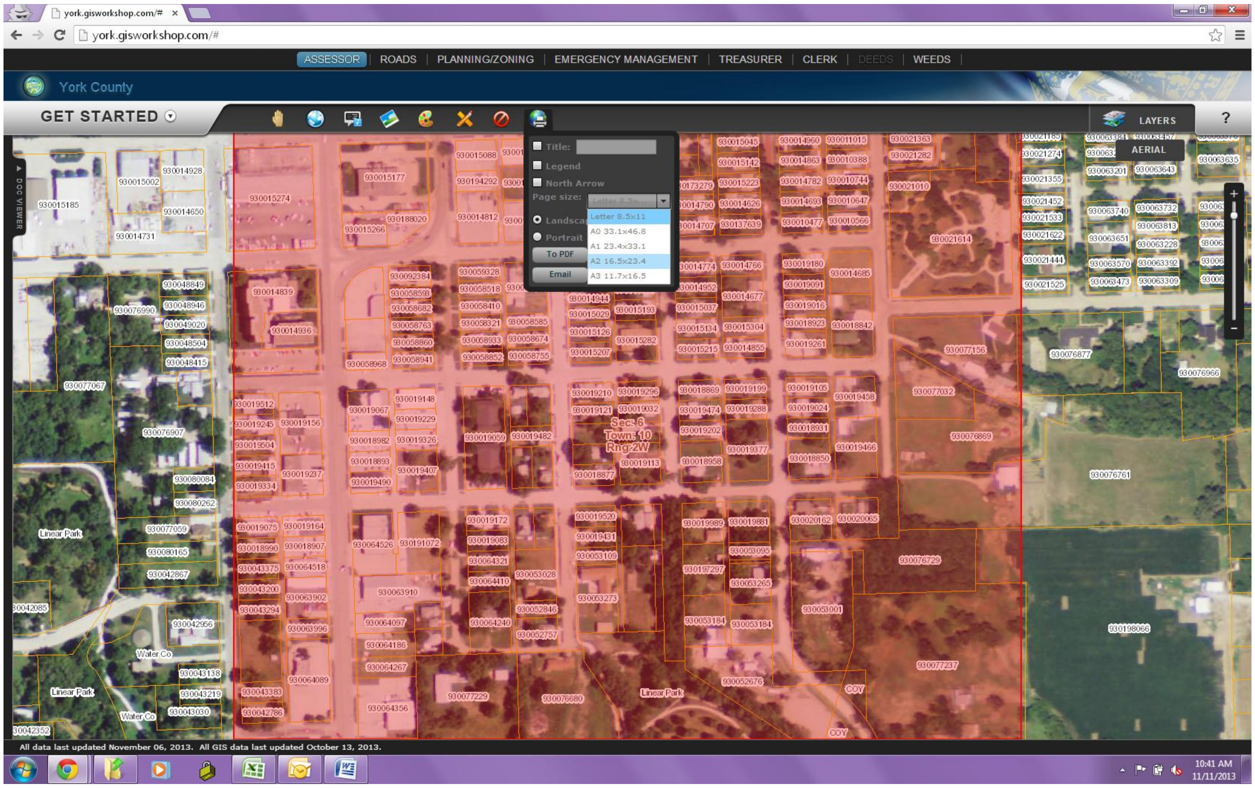
Measurement tool showing available coordinate system options



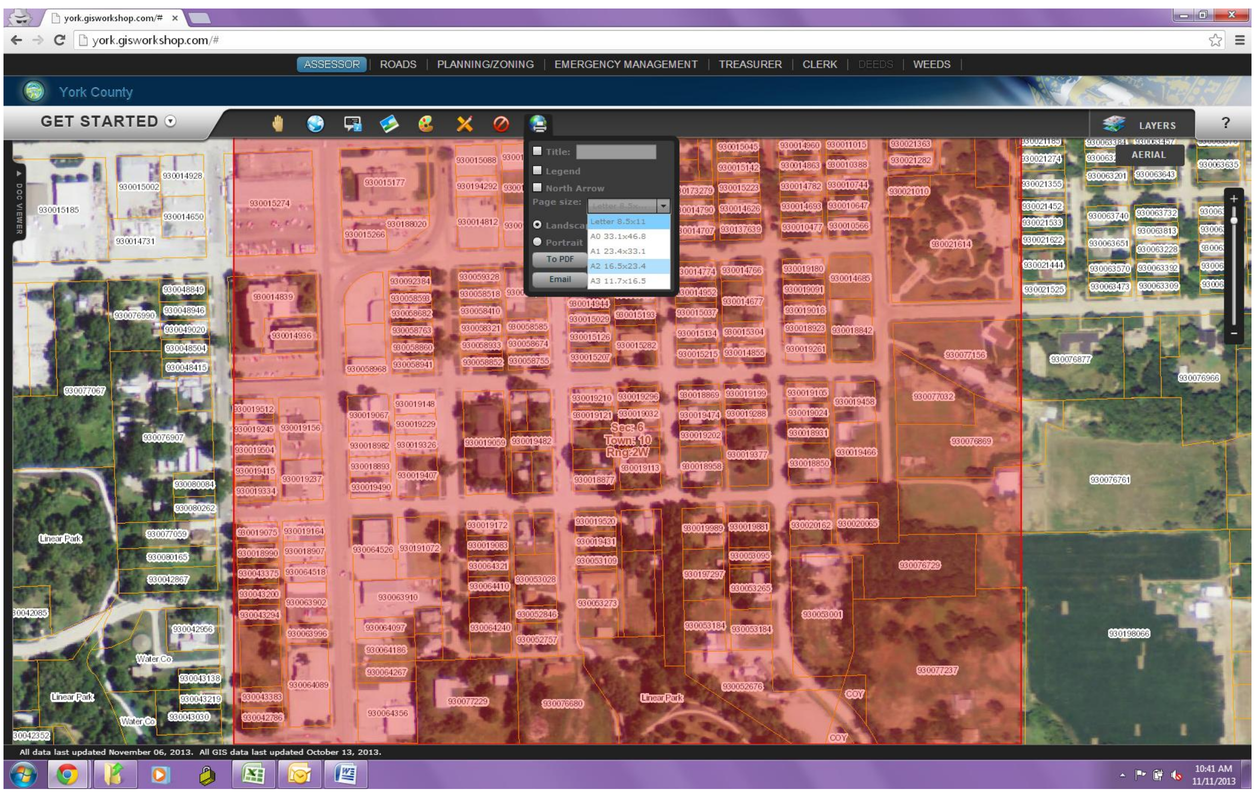
Measurement tool showing available options for measurement of lines

Print Tool

This tool allows anyone to save a screenshot of the map image on their screen and save the image as a PDF. In addition, we can create a customized map complete with optional Title, Legend, and North Arrow. When opening the 'Print Map' tool, a dropdown menu appears in addition to a large red box on the screen which designates print area. Clicking the checkboxes in the dropdown next to the Title, Legend, or North Arrow will integrate these into the map that will be generated. We can create a PDF of the map in a variety of sizes or email the map directly from the website.



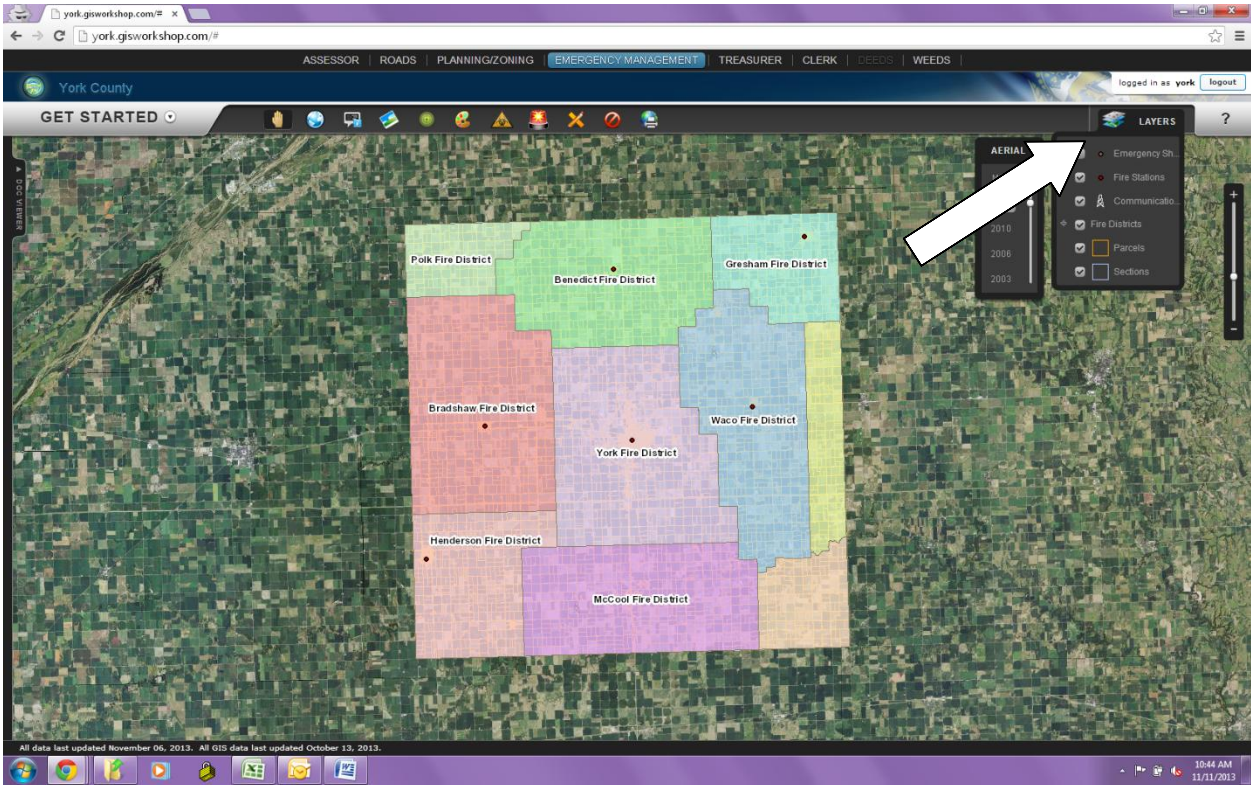
Print tool showing available options and print area within red box



Print tool showing PDF of map that was created from tool and emailed

Emergency Management Tab

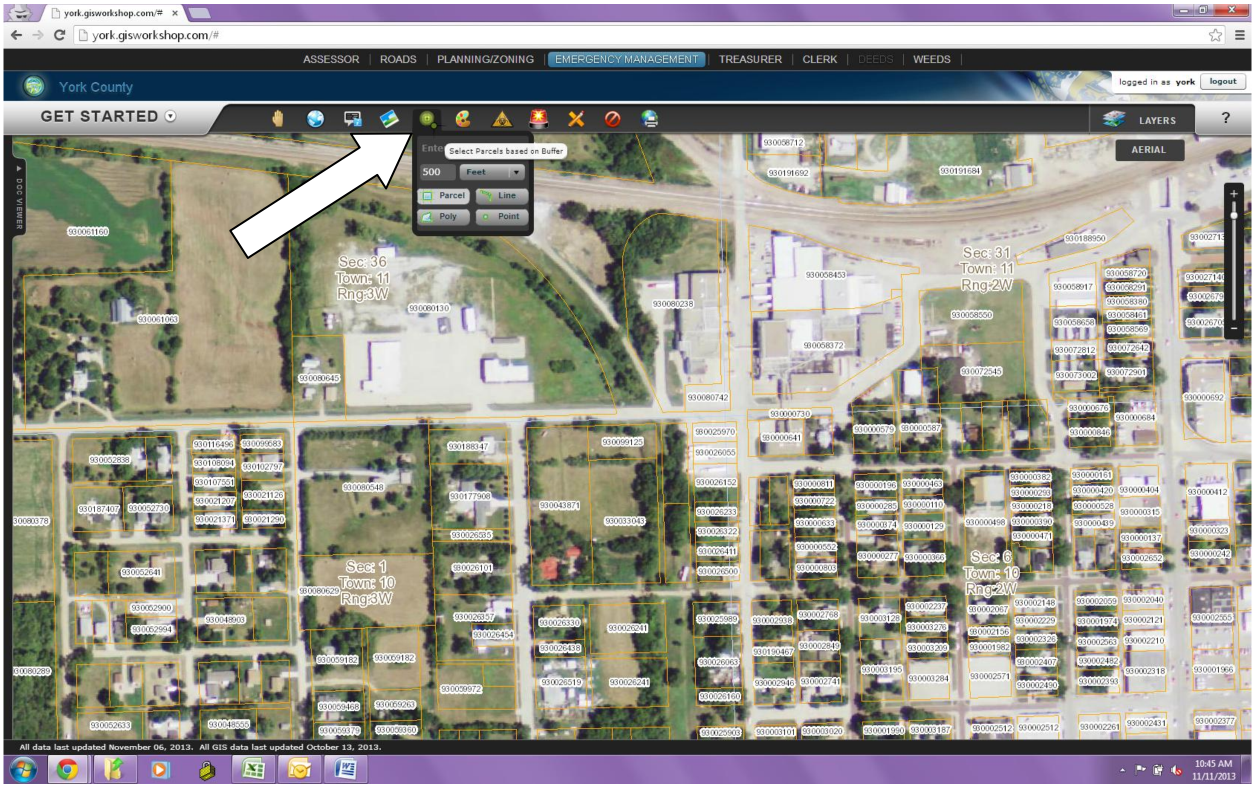
The Emergency Management tab features the data layers and tools from the Assessor tab. Additional specific layers and tools have been added to the tab that caters to the needs of the Emergency Management staff. Below are actual screen shots from the York County Emergency Management tab found at http://york.gisworkshop.com.



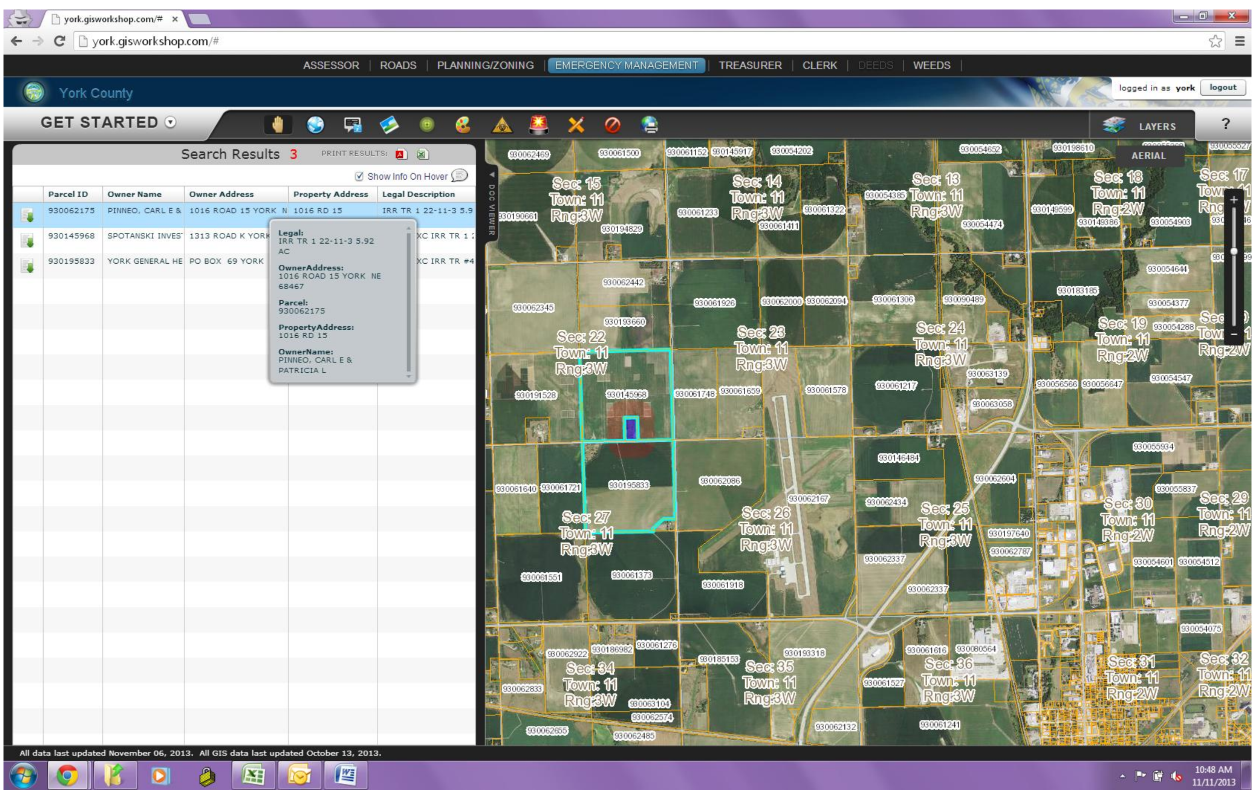
Layers available on the York County Emergency Management tab when logged in

Buffer Tool

The buffer tool identifies features within a user-defined radius (feet or meters) of a selected parcel or user-defined line, point or polygon. This information is available as a report that can be printed to a PDF document or exported to Microsoft Excel.



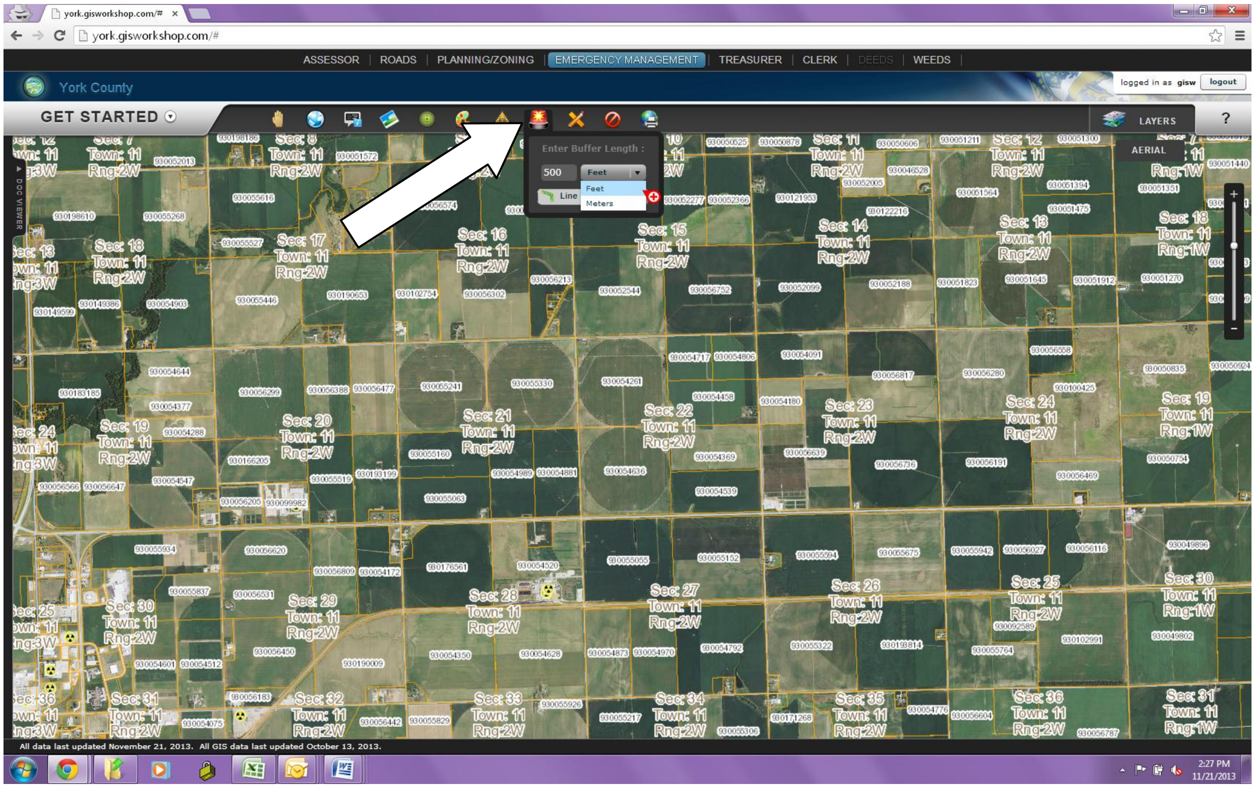
The buffer tool offers numerous options for buffering: by parcel, line, polygon or point.



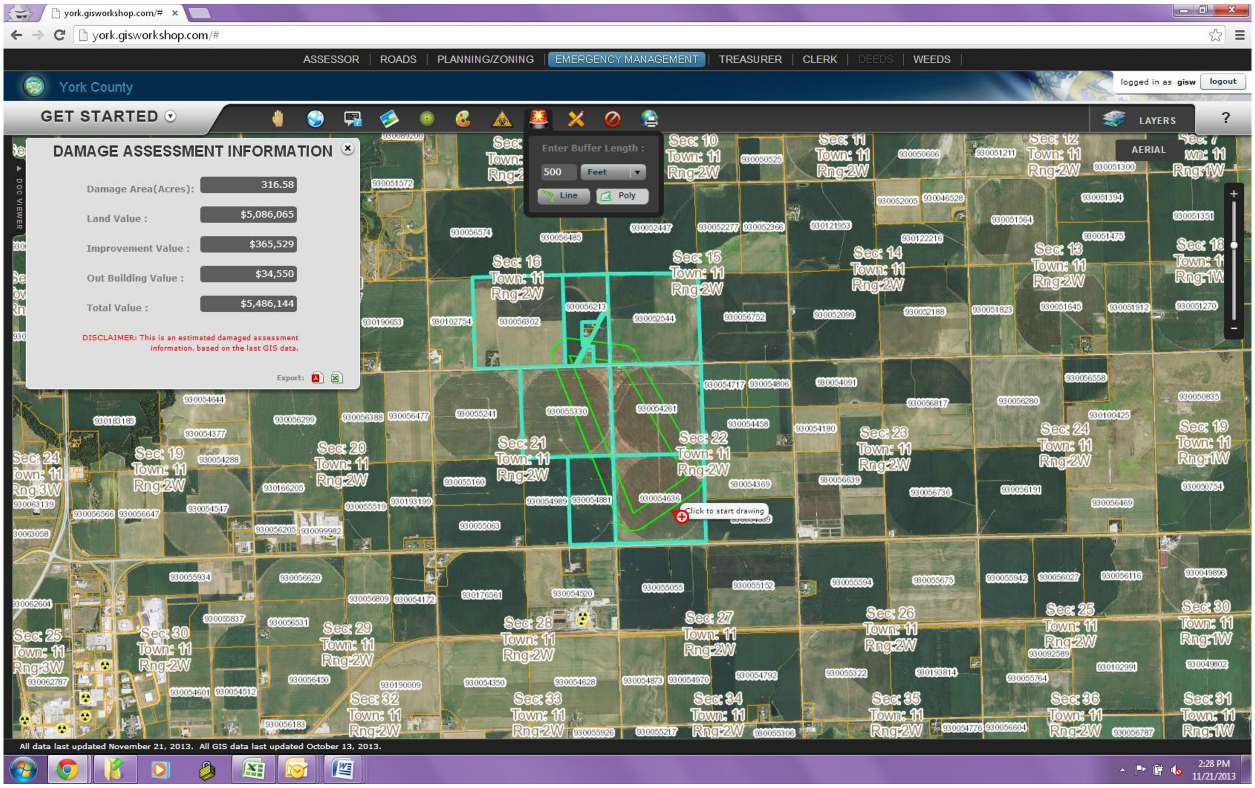
The buffer tool produces a report of all property owners within the requested 500 mile radius of the selected parcel. This report may be printed or exported to Excel.

Damage Assessment Tool

The Damage Assessment tool allows the user to calculate the damage from a disaster such as a flood or tornado. The tool will assess the damage for all affected properties within a user-defined buffer (feet or meters) of a user-defined line or polygon. The tool will calculate the population, damage area in acres, land value, improvement value, out building value, and total value for all parcels within this buffer that have been affected by a disaster. This information is available as a downloadable PDF report as well.



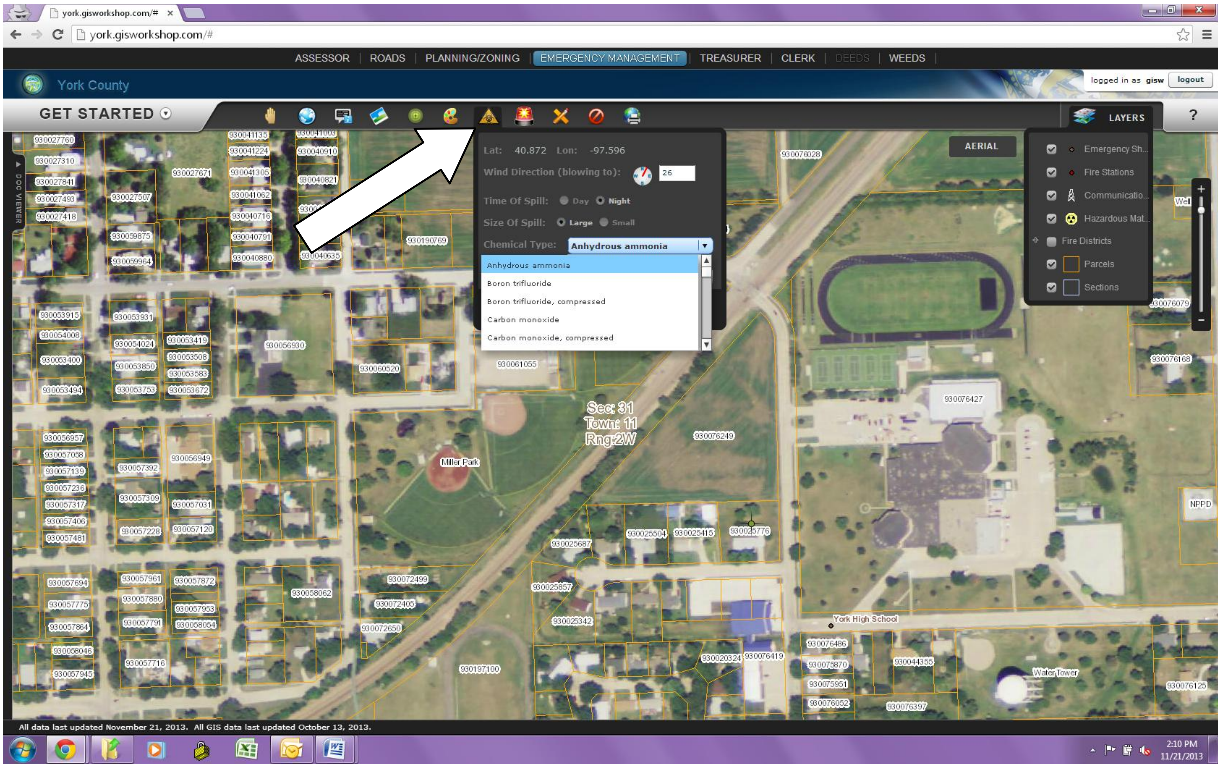
Selections regarding buffer size and measurement options using a line or point are made on the Damage Assessment Tool on the Emergency Management tab



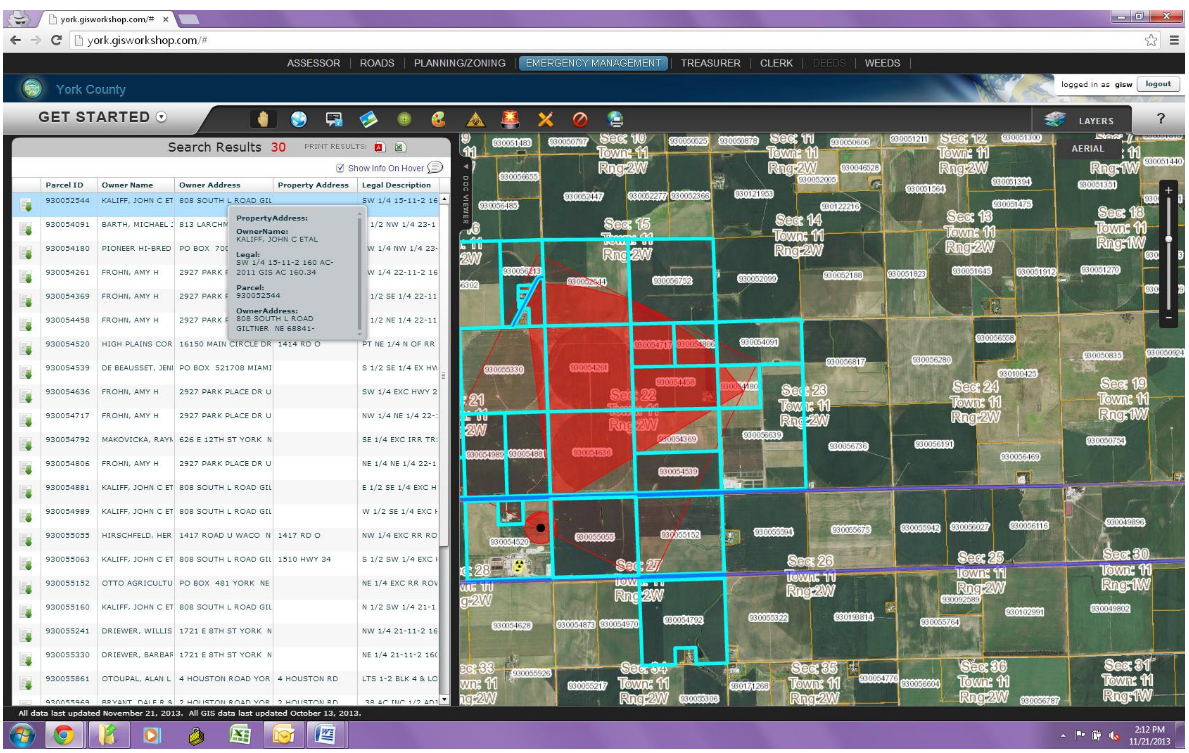
Results based upon selections made using the Damage Assessment Tool on the Emergency Management tab

Plume tool

The Emergency Management Tab features the Plume Tool which is located behind a login. The plume tool calculates the zone of influence from user-selected airborne chemical and other parameters displays the zone on the map and then selects parcels within the zone. The selected features within the zone are available as a report that can be printed to a PDF document or exported to Microsoft Excel.



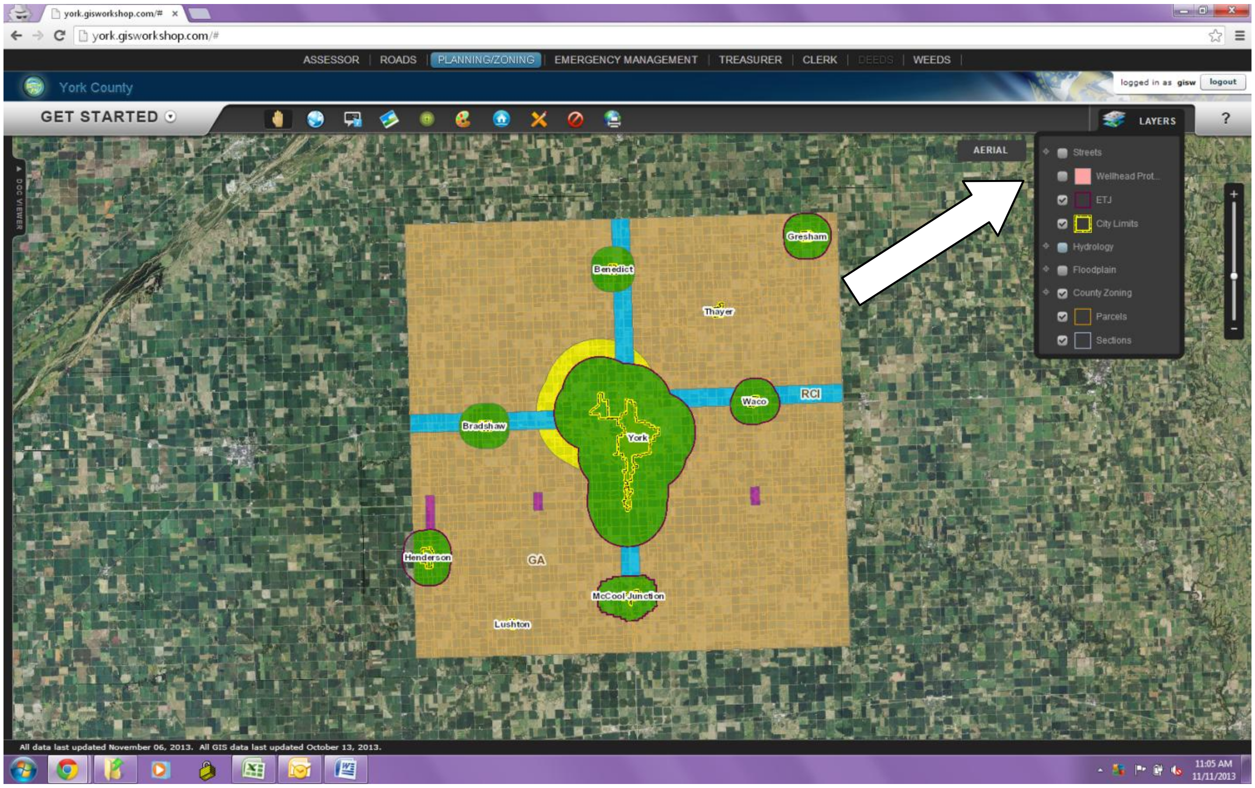
Selections regarding conditions and spill type are made on the Plume tool on the Emergency Management tab



Results of the Plume tool on the Emergency Management tab

Planning and Zoning Tab

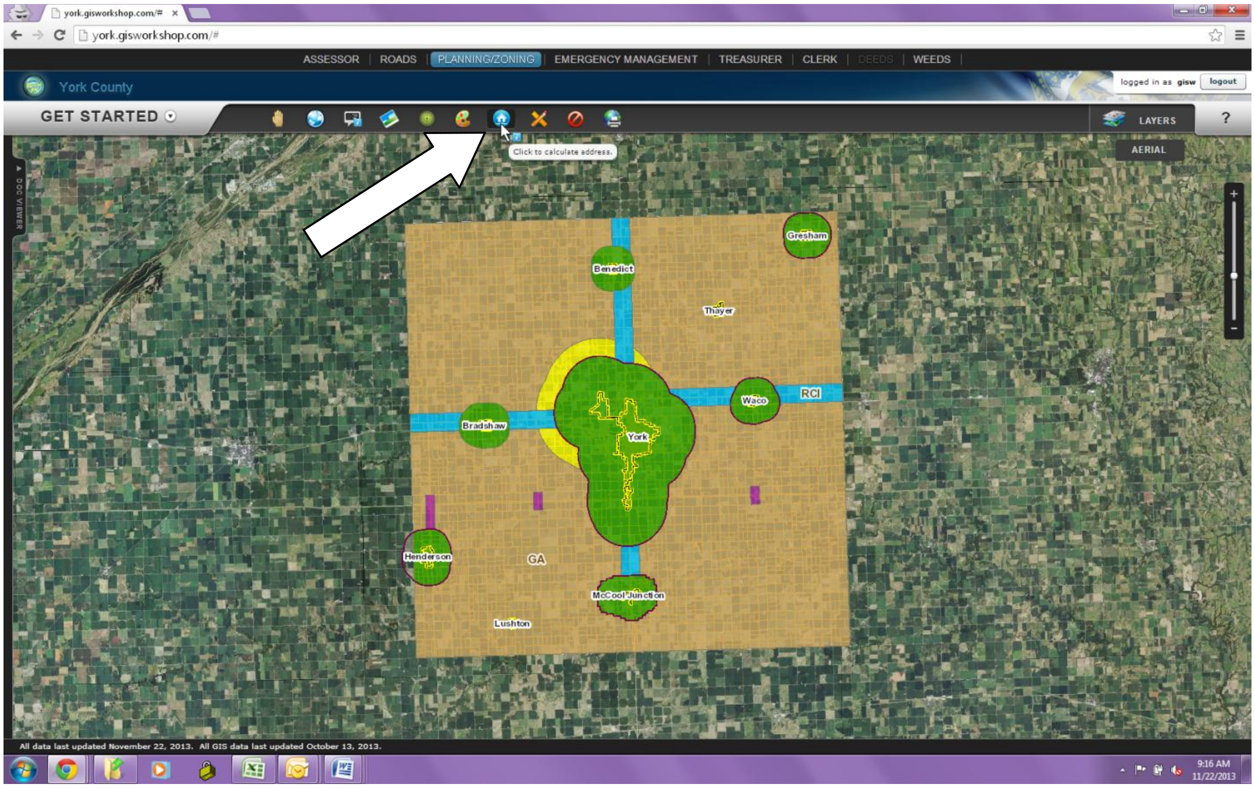
The Planning and Zoning tab features the data layers and tools from the Assessor tab. Additional specific layers and tools have been added to the tab that cater to the needs of the Planning and Zoning staff. Below are actual screen shots from the York County Planning and Zoning tab found at http://york.gisworkshop.com.



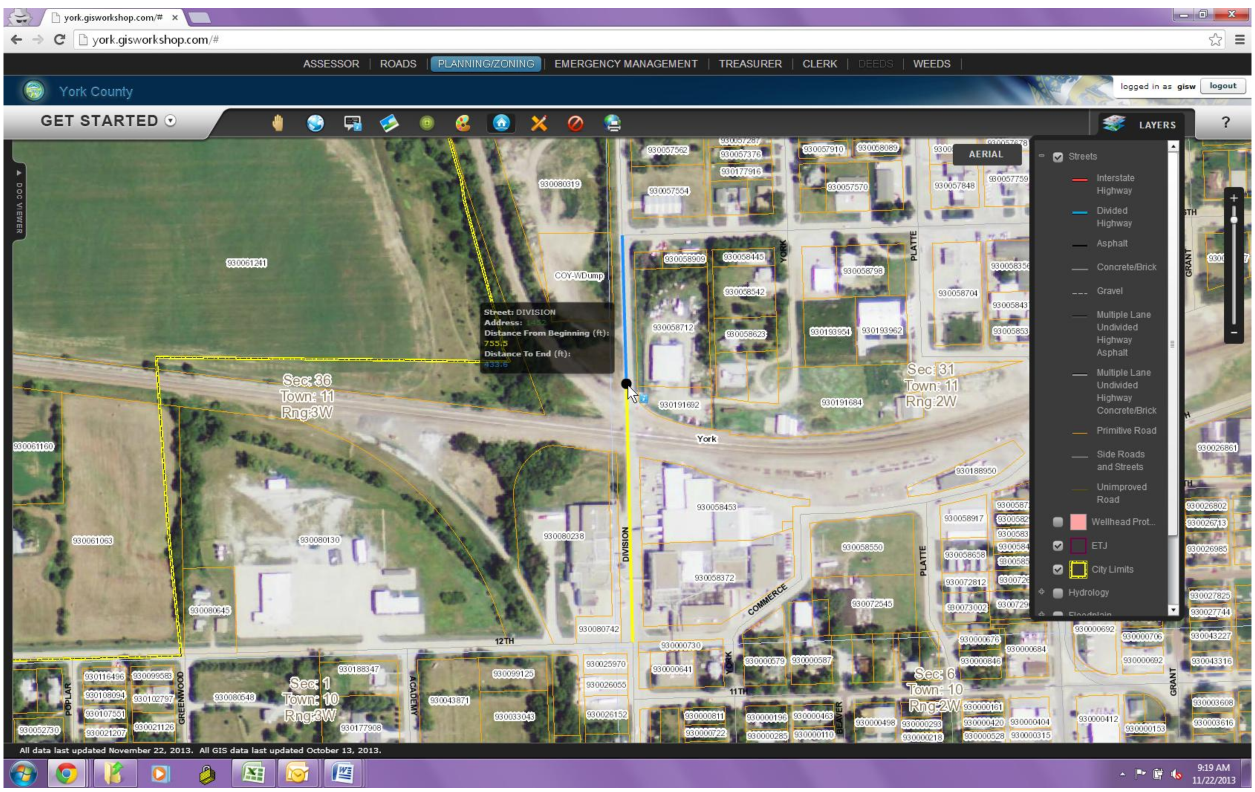
Layers available on the York County Planning and Zoning tab when logged in

Address Tool

The Address tool will appear upon logging in with a username and password. This tool allows you to estimate new 911 addresses or the location of an existing address.



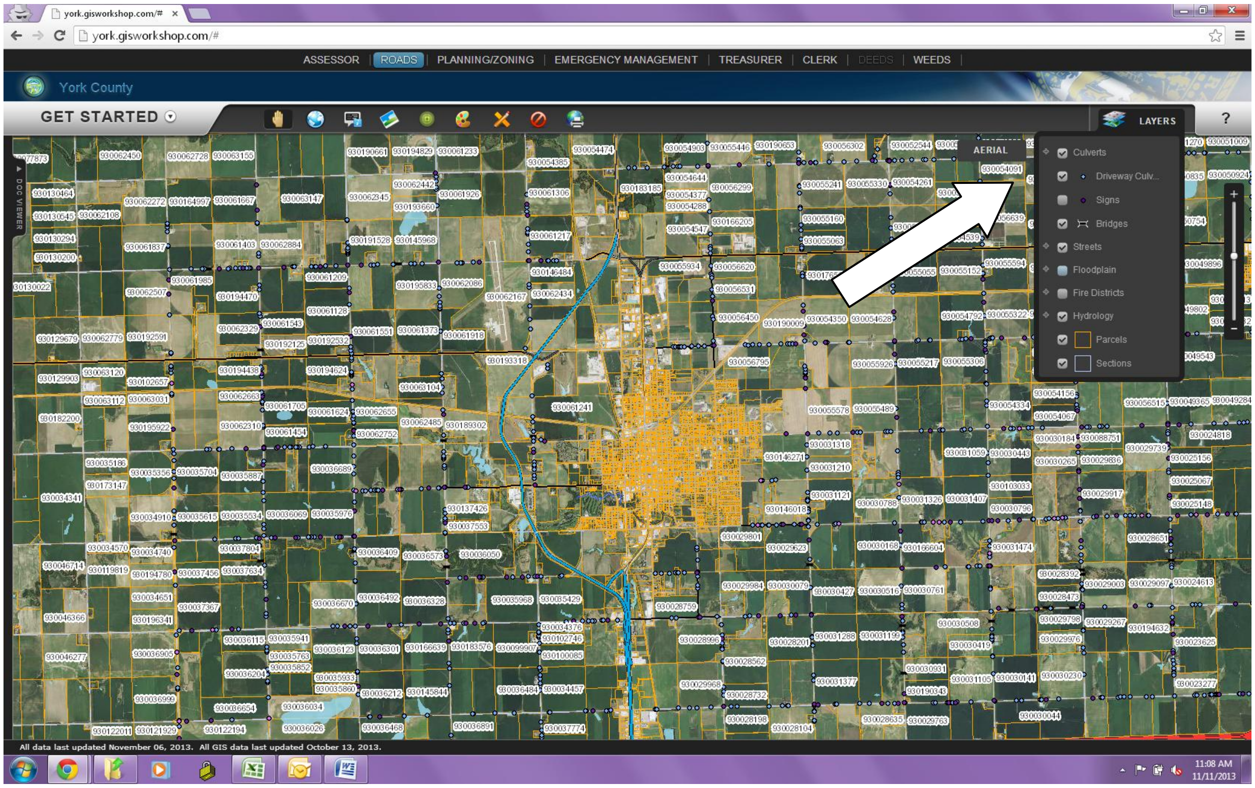
Address tool is available on the York County Planning and Zoning tab when logged in



Result when Address tool is activated available on the York County Planning and Zoning tab

Roads Tab

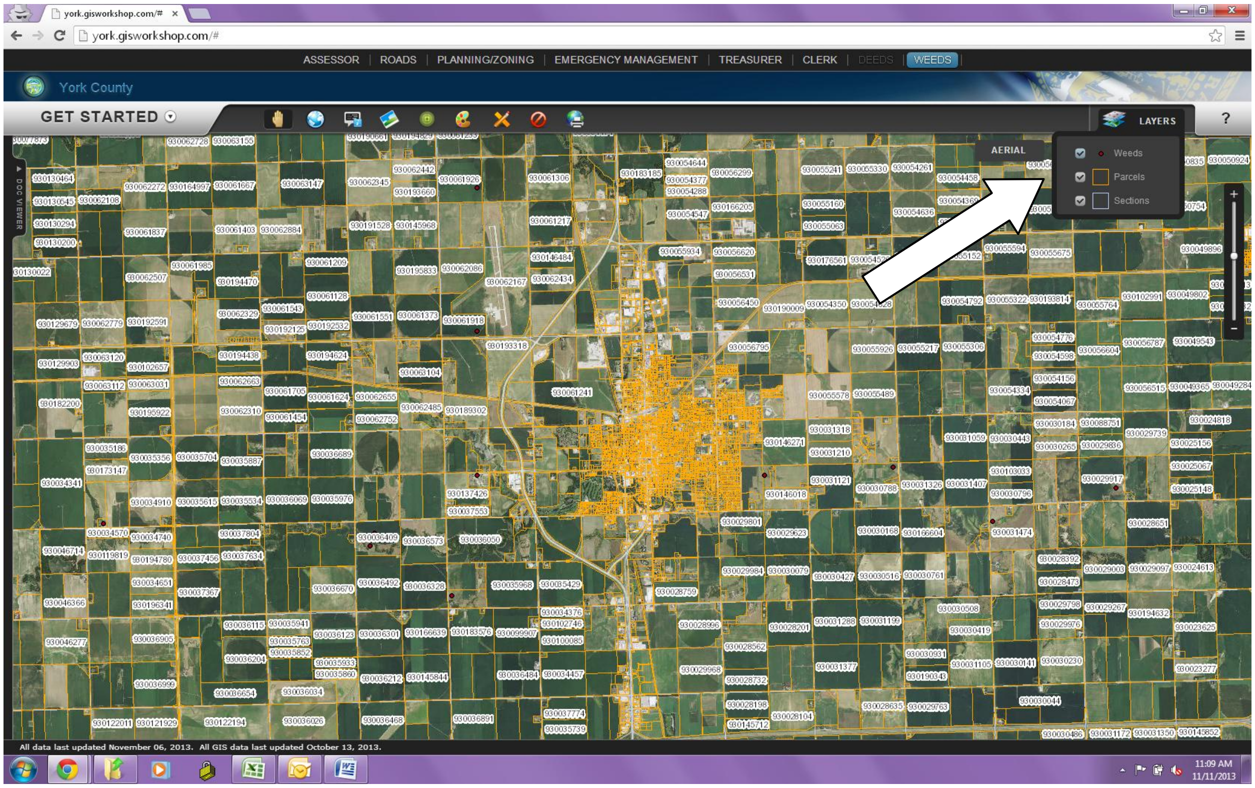
The Roads tab features the data layers and tools from the Assessor tab. Additional specific layers and tools have been added to the tab that cater to the needs of the Roads staff. Below are actual screen shots from the York County Roads tab found at http://york.gisworkshop.com.



Layers available on the York County Roads tab

Weeds Tab

The Weeds tab features the data layers and tools from the Assessor tab. Additional specific layers and tools have been added to the tab that cater to the needs of the Weeds staff. Below are actual screen shots from the York County Weeds tab found at http://york.gisworkshop.com.



Layers available on the York County Weeds tab

Training

GISW provided an on-site training meeting on 11/19/2013 to help get County staff become comfortable using the new WebGIS site and so we may answer questions from users.

Project Schedule – project completed ahead of schedule

GISW projected the project completion to occur on or before December 31, 2013. **York County is pleased to announce that, with GISWs help, it was able to launch the WebGIS project ahead of the schedule and it was officially completed on November 20, 2013, over one month ahead of schedule.**

State/Local Grant Project Status Report - 12/31/2013

Agency Name	Project Description	Date Grant Awarded	Original Grant Amount	Grant Balance Remaining	Balance Status	Stated Completion Date	Date of Last Payment
Banner County	WebGIS	7/31/2013	$6,720	$0		December 31, 2013	Completed October, 2013
Blair, City of	GIS-Based Electronic Records Management	7/31/2013	$10,080	$10,080		December, 2013 Extended June, 2014	
Boone County	Assessor GIS & County WebGIS	7/31/2013	$19,913	$19,913		June 30, 2014	
Dakota County	WebGIS	7/31/2013	$19,913	$19,913		June 30, 2014	
Deuel County	County WebGIS	7/31/2013	$11,620	$11,620		December 31, 2013	
Dixon County	County WebGIS	7/31/2013	$11,620	$11,620		December 31, 2013	
Franklin County	WebGIS	7/31/2013	$6,720	$0		December 31, 2013	Completed November, 2013
Garden County	County WebGIS	7/31/2013	$6,720	$0		December 31, 2013	Completed October, 2013
Gosper County	Assessor GIS & County WebGIS	7/31/2013	$19,913	$19,913		June 30, 2014	
Johnson County	WebGIS	7/31/2013	$4,900	$0	Withdrawn	December 31, 2013	
Lexington, City of	GIS-Based Electronic Records Management	7/31/2013	$16,800	$16,800		December 31, 2013	
Nance County	County WebGIS	7/31/2013	$10,220	$0		December 31, 2013	Completed November, 2013
Scotts Bluff County Mapping	County WebGIS	7/31/2013	$17,500	$17,500		June 30, 2014	
Sherman County	Assessor GIS	7/31/2013	$19,913	$19,913		June 30, 2014	
Webster County	Assessor GIS	7/31/2013	$19,913	$19,913		June 30, 2014	
York County	WebGIS	7/31/2013	$17,500	$0		December 31, 2013	Completed December, 2013
Agriculture, Department of	Online Licensing & Fee Application Payment System	7/31/2013	$15,000	$15,000		June 30, 2014	
Real Estate Commission	Online Continuing Education Attendance Submission	7/31/2013	$15,000	$0		September 1, 2013	Completed November, 2013
TOTALS			**$249,965**	**$182,185**			
1/23/2014 11:25							

General Manager's Report
4th Quarter Business Plan Update

October 2013 – December 2013

Nebraska.gov
301 S 13th Street, Suite 301
Phone: 402-471-6582
FAX: 402-471-7817
Email: bhoffman@egov.com

Executive Summary

The end of another successful year has come to an end. It is an excellent time to reflect on the accomplishments of 2013.

The General Manager's Report for 4th Quarter Business plan, provides an updated and final look at the revenues and expenses for 2013. On page 4, 2012 and 2013 is compared side by side, with a listing of the funds that were processed and costs incurred. The State of Nebraska's gross revenue had an increase of approximately 8% from the previous year ($8,307,688 vs. $7,603,478). Nebraska.gov's net revenue increased approximately 5% in 2013 ($576,947 vs. $524,561). The NSRB share had an increase of approximately 10% over prior year ($288,218 vs. $260,001).

Page 6 provides a chart that displays the revenues, comparing 2012 and 2013, by the top three agency contributors. All other agencies make up 14% of the revenues generated. The individual services are identified on page 7.

Nebraska.gov continues to provide a great value to the State of Nebraska. This is displayed in the chart found on page 8. The chart compares the costs with the contributions by services. Agencies that partner with Nebraska.gov receive a value that includes all stages of project development, as well as those costs affiliated with services after development is completed, such as hosting and enhancements. Individual services are listed on the following page, with specific information about the values provided that are not included in the chart, which include training, security, merchant fees and customer service.

When evaluating the top six classifications of services provided to the State of Nebraska, it is clear that Nebraska.gov, and the relationship with NIC, brings a huge value. For 2013 alone, the state was able to advantage of the self-funded model to see a value of almost $3.4 million dollars. This was provided at NO cost to the State of Nebraska. The details can be found on page 10.

The value of the self-funded model continues on page 11, with a listing of agencies that realized the benefits. By looking at the cost avoidance received in project management and development costs, it is apparent that Nebraska.gov brings a value that is unmatched. In 2013, Nebraska.gov provided over $1.3 million to agencies that was not billed.

Every quarter, Nebraska.gov launches new services and enhancements to existing services. Page 12 provides a listing of those services, along with the cost avoidance received. This quarter, we are highlighting the Driver Record Monitoring and Administration application.

The expansion into local government continued to increase in 2013. On page 13, we feature the highlights for local services in 2013. This includes the addition of 35 new local offices to the PayPort service. The online liquor license renewal application combines state and local government in one service. In 2013, we used speaking engagements to help increase participation among local clerks to use the system. We highlight this service on page 14.

A newly created website features three different services and provides information about each one. How do I know which record will best fit my needs? By going to www.Nebraska.gov/clickBackground the user can get a description of each service and determine the one that will work for them. This also provides cross marketing of services, so you can learn about other services available.

Page 16 provides information about a recent press release, announcing the use of PayPort by the Nebraska Liquor Control Commission. This press release received national attention. We continued to increase our national exposure and social media efforts in 2013. On page 17, you can see the details of our strategies and the effectiveness of each one.

To conclude this report for 2013, we look at the network uptime, response time and any issues for the fourth quarter. It is extremely important that the services we provide are available to people at all times. The information is listed on page 17.

It is our privilege to be the network provider for the State of Nebraska. We look forward to the coming year and continuing to provide value to the state, businesses and citizens.

Sincerely,
Brent Hoffman

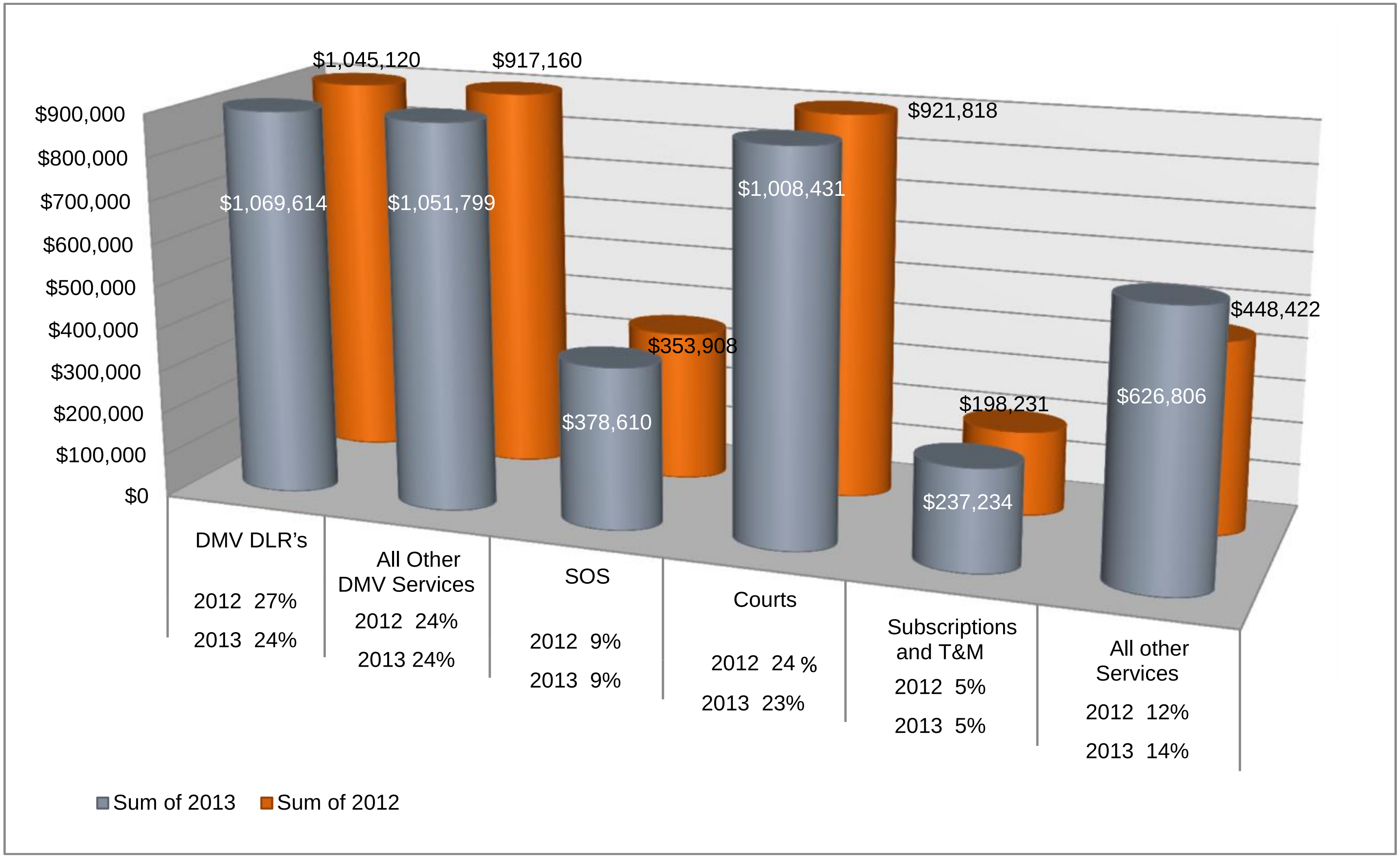
December 2013 Financial Report	Month		Q1 – Q4	
	December 2013	**December 2012**	**2013 YTD**	**2012 YTD**
State of Nebraska Gross Revenue	$745,231	$588,754	$8,307,688	$7,603,478
Revenue Other (Adjustments)	($50)	($2)	$47	($1,448)
Total Gross Revenue	$745,181	$588,752	$8,307,734	$7,602,030
10% NSRB Partner Share	$25,051	$20,894	$288,218	$260,001
Agency Share	$339,195	$279,790	$3,935,240	$3,717,371
COR Other (Communication Costs)	$61,955	$58,235	$656,783	$539,960
Total Cost of Revenue	$426,201	$358,919	$4,880,241	$4,517,332
Nebraska Interactive Gross Revenue	$318,980	$229,833	$3,427,493	$3,084,699
Nebraska Interactive Operating Expenses	$214,369	$199,062	$2,464,687	$2,209,347
Nebraska Interactive Operating Income	$104,611	$30,771	$962,807	$875,351
Nebraska Interactive Net Pre-Tax Income	$104,611	$30,771	$962,807	$875,351
Nebraska Interactive Provision for Income Tax	$41,925	$12,330	$385,859	$350,790
Nebraska Interactive Net After-Tax Income	$62,687	$18,441	$576,947	$524,561

1. Continually grow and diversify the portal revenue target non-DMV services growth, including local government
2. Develop and provide innovative applications and services to businesses and citizens of Nebraska
3. Expand the innovative footprint of local government services
4. Speed time to market and increase standards
5. Maximize adoption of new and current services
6. Gain national recognition for Nebraska electronic government
7. Optimize reliability and response of portal technology
8. Maintain a reliable and sustainable network for the state of Nebraska

NEBRASKA.GOV

OBJECTIVE #1: Continually grow and diversify the portal revenue target non DMV services growth, including local government

Q1-Q4 Revenues



NEBRASKA.GOV: GENERAL BREAKOUT OF SERVICES

SOS

- Corp Filings & Searches
- UCC Filings & Searches
- License Filings & Searches

All Other DMV Services

- Driver License Renewal
- Vehicle Registration
- Reinstatements
- Title, Lien & Registration
- IFTA & IRP
- Specialty Plate
- Fuel & Prorate Permits

Courts

- Court Case Searches (Non Subscriber)
- eFiling
- Court Case Searches (Subscriber)

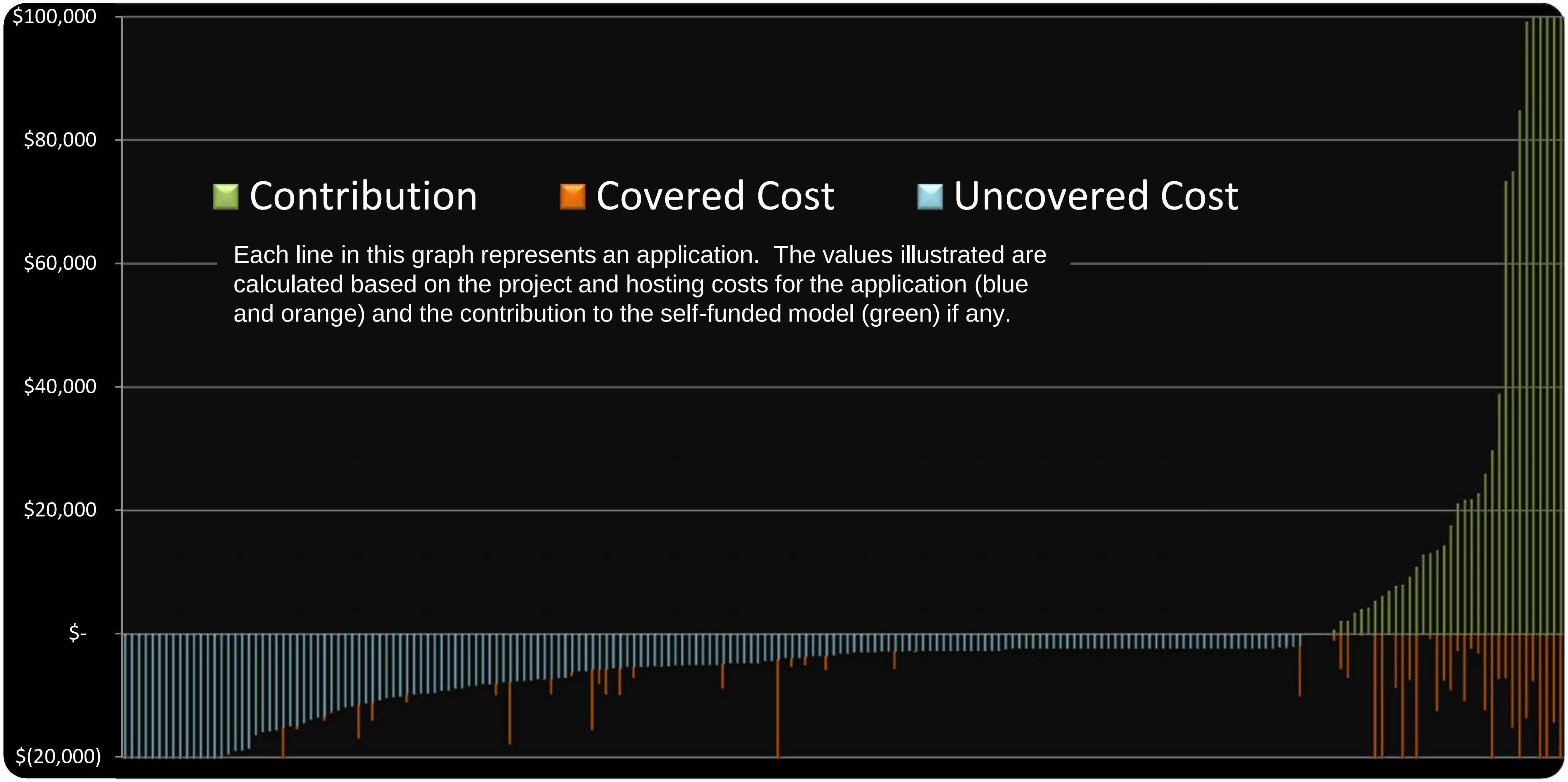
DMV

- Driver License Records

All other Services

- Citation Payments
- ePayments
- Local Services
- Criminal Histories
- Department of Agriculture Services
- Tax Filings
- Professional License Renewal
  - Board of Public Accountancy
  - State Electrical Division
  - Board of Engineers and Architects
  - State Fire Marshal
  - And more

COST vs. CONTRIBUTION by Service



Note: Services included in this graph either have project work or revenue associated to it this year. This is not an all inclusive list of all services Nebreaska.gov hosts.

- Revenue from 34 unique services supports over 211 unique services. The below listed services positively contributed to the self-funded model in 2013 after project and hosting costs.

• Court Case Records Search	• TLR Interactive Search & Retrieval	• Electrical Contractor Permit	• UCC Document Images	• Lobbyist Registration Payments
• Driver License Record Search - Subscriber	• Court ePayments	• County Property Tax Payments	• IRP Payment System	• Corporate Document eDelivery Filing
• Motor Vehicle Registration Renewal	• UCC Records Search	• Contractor Registration	• UCC Batch Weekly Service	• Pesticide Applicator License Payments
• DLR Batch Search & Retrieval	• Driver License Reinstatements	• Court Records One-Time Search	• Engineer and Architect License Renewals	• Certified Driver Record Search-Transcript
• Court Citation Payments	• UCC Continuation Filings	• Criminal History Request System	• EFS Records Search	• Corporate Document Image Searches
• DLR Monitoring Service	• Corporation Letters of Good Standing	• Water Well Registrations	• UCC Bulk Image Service	• Corporation Batch Special Request
• Driver License Renewal	• LLC Biennial Filings	• PayPort	• UCC Batch Monthly Service	• Bill tracker

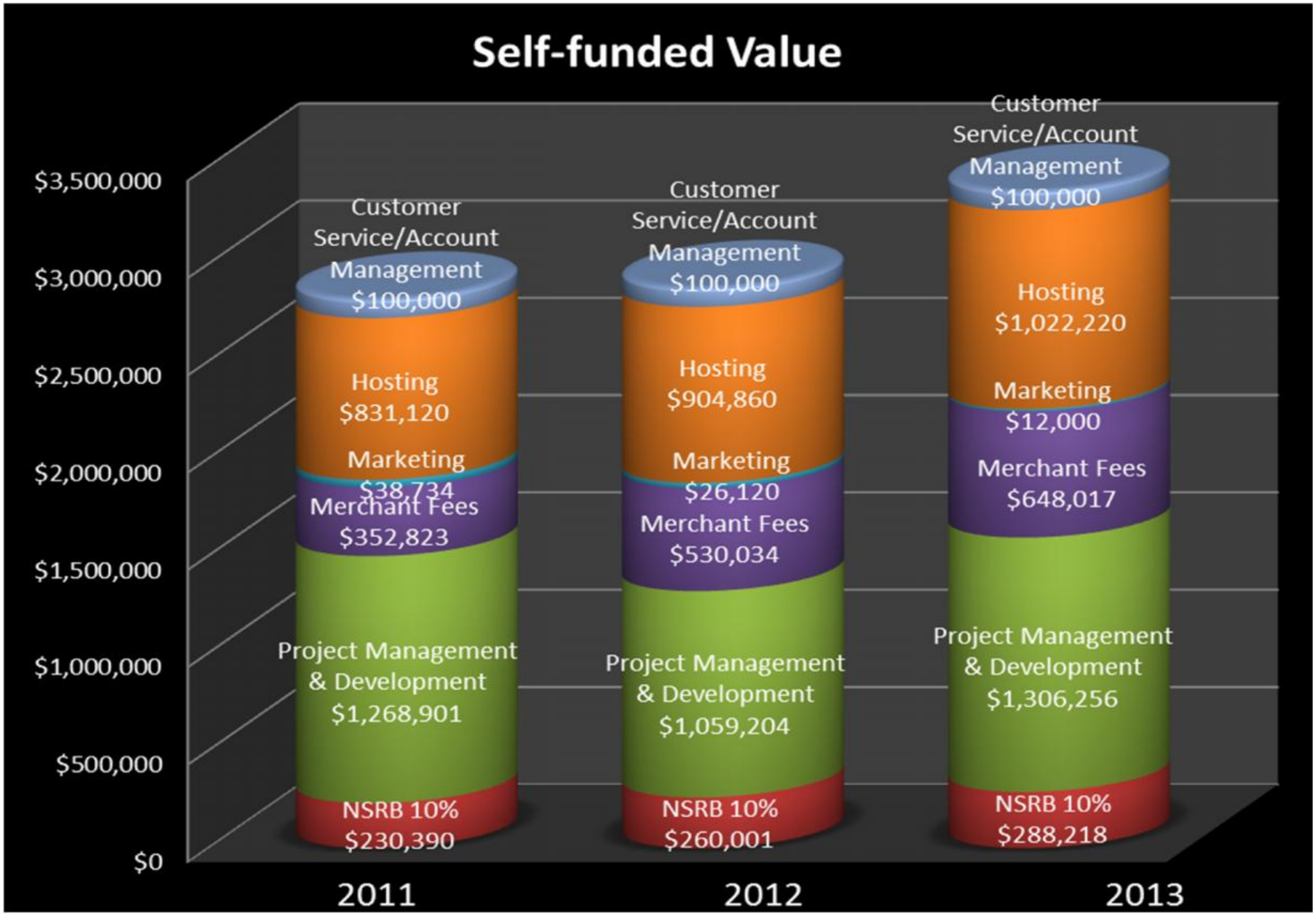
- 176 (83%) of the 211 unique services represented on page 8, either do not bring in enough revenue to cover their ongoing costs or are they are free services. Examples of services in this category are listed below.

• NADC Campaign Finance Reporting System	• In 2013, Nebraska.gov invested $10,078 into this free application for maintenance and hosting costs. This application has been live and supported by Nebraska.gov since 2008 and provides a similar value to the agency annually to support the application. The total value realized by the agency is covered by the self-funded model.
• DMV Specialty Plate Online Ordering System	• In 2013, this application was redesigned into the new common application template, a project value of $12,468.75. Including the value of hosting provided by Nebraska.gov, the DMV realized $22,128.75 of value they didn't have to pay to a vendor. This is a revenue generating application that netted Nebraska.gov $18,009. That's a $4,120 difference that was covered by the self-funded model.

- The value demonstrated in this graph does not include the below items that Nebraska.gov provides for all partners.

• Merchant Fees	• Disaster Recovery	• Training	• Google Analytics & AdWords
• Customer Service	• System Administration	• PCIDSS Compliance	
• Network Security	• Marketing Materials	• Account Management	• Other overhead costs

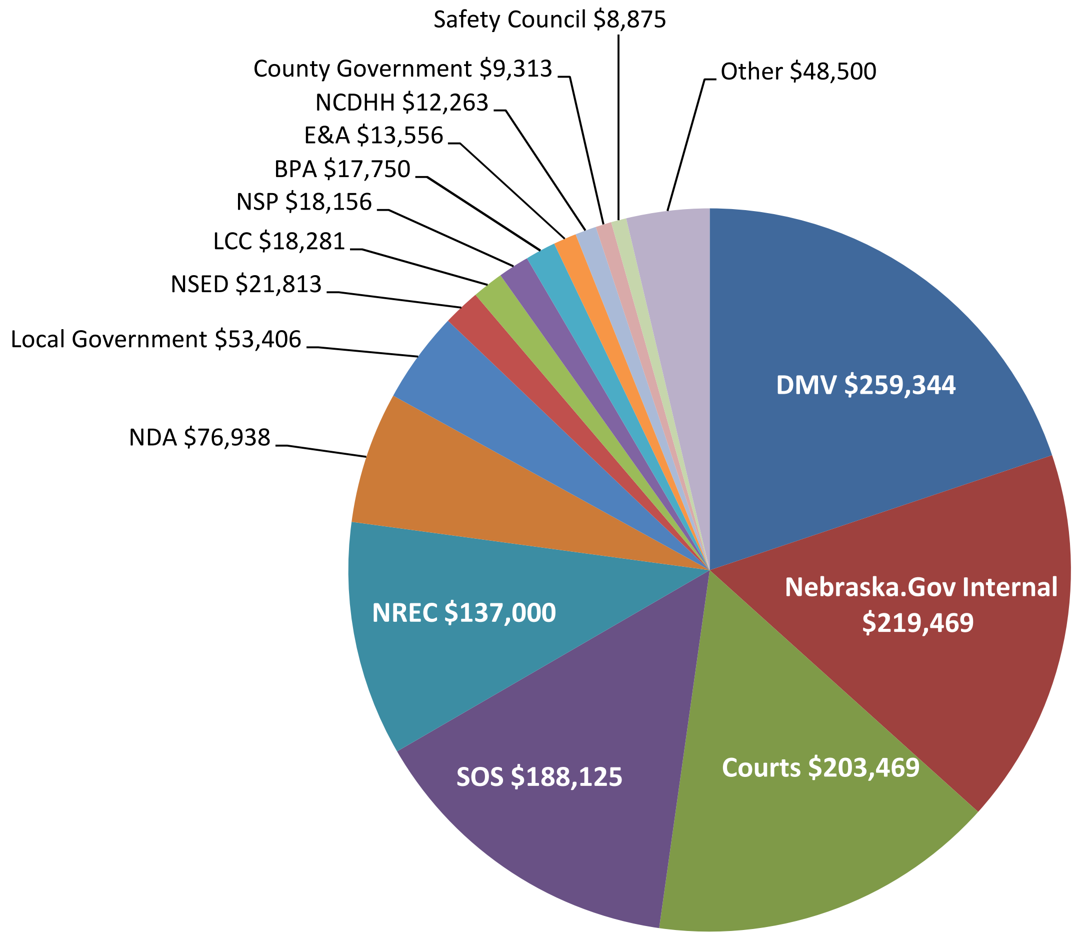
Self-Funded Value to the State of Nebraska for top 6 expense classifications



Note: The above graph is not all inclusive. Displayed values are based on the top 6 classifications.

Year to Date Project Management & Development Value by Agency

Project Management and Development Cost Avoidance = $1,306,256 (Q1 – Q4)



NEBRASKA.GOV

OBJECTIVE #2: Develop and provide innovative applications and services to citizens and businesses of Nebraska

New Applications Launched Fourth Quarter

Partner	Application	Revenue Type	Work Scope	Hours Invested	Cost Savings
State Court Administrator	Courts ReTemplate eFiling Transaction History	Revenue	Application Enhancement	$ 2.00	$ 250.00
Nebraska.Gov Internal	Disaster recovery setup and testing	Non-revenue	N/A- Website	$ 200.00	$ 25,000.00
Department of Motor Vehicles	Driver Record Monitoring and Administration Application	Revenue	New Application	$ 207.75	$ 25,968.75
Department of Agriculture	Feed, Fert and Ag Lime Permit Renewal	Revenue	New Application	$ 138.25	$ 17,281.25
Department of Motor Vehicles	DMV - Queuing System for Driver License Renewal	Non-revenue	New Application	$ 183.10	$ 22,887.50
Multi-agency	Nebraska Background Check Portal	Revenue	N/A- Website	$ [illegible]	[illegible]
Department of Motor Vehicles	Single Trip Fuel and Prorate Permits	Revenue	New Application	$ [illegible]	[illegible]
State Court Administrator	Court Efiling Criminal Web Service Enhancement	Revenue	Application Enhancement	$ [illegible]	[illegible]
Department of Agriculture	Small Package Fee Report	Revenue	New Application	$ [illegible]	[illegible]
Secretary of State	Adding Proof of Publication Fees	Revenue	Application Enhancement	$ [illegible]	[illegible]
Quarterly Cost Savings				$ [illegible]	[illegible]

Application Deployments

Applications Deployed	Q1 2012	Q1 2013	Q2 2012	Q2 2013	Q3 2012	Q3 2013	Q4 2012	Q4 2013
Revenue Application	3	2	4	2	1	1	3	4
Non-revenue Application	1	2	3	1	3	0	1	1
Websites deployed	1	0	2	0	1	1	2	2
Revenue application enhancements	4	3	1	6	7	11	11	3
Non-revenue application enhancements	2	0	3	3	1	0	5	0
Number of implemented changes*	94	109	101	104	71	105	125	74

*Changes include code enhancements as well as bug fixes, security updates, requested text changes, etc.

Time Saved. Money Saved. Resources Saved

--Application Highlight: Driver Record Monitoring and Administration Application--

An Official DMV online application that now allows Nebraska.gov subscribers the ability to maintain a list of Nebraska drivers online for quick access to purchase and view driving records. Users can import multiple requests from an existing spreadsheet and records are stored in an online until they are removed. This means that year to year you can order the record without data entering the information again! The online driver record includes status, convictions, accidents, and withdrawals for a 5 year period.

OBJECTIVE #3: Expand innovative footprint of local government services

Real Estate Tax Payments Online

- 2013- 4 County Treasurers using service (Sarpy, Butler, Polk and York)
- 2,363 total transactions completed in 2013

2013 – YEAR END UPDATE

PAYPORT

- 35 new local offices (includes city and county)
  - started using the PayPort service
  - 76 Total offices using PayPort
- 21,482 total transactions
- Receiving new interest in service from city and county officials

EVENT REGISTRATION

- Brand new service for 2013, available for local and state offices
- 2 local users with a total of 76 transactions
- Anticipate future expansion

OBJECTIVE #4: Speed up the time to market and increase standards

Liquor License Renewals online

SPOTLIGHT - NEBRASKA LIQUOR CONTROL COMMISSION

- State and local liquor licenses can be renewed online in a single transaction
- 53 local clerks participating (includes city and county) with continued growth

ONLINE APPLICATION ADOPTION

2012

- 1,395 State liquor license renewals completed online
- 104 local license renewals completed online

2013

- 1,797 State liquor license renewals completed online
- 351 local liquor license renewals completed online

SPEAKING ENGAGEMENTS

- League of Municipalities
- Nebraska Municipal Clerk Institute and Academy
- Nebraska Association of County Officials

"The Nebraska State Liquor Control Commission is pleased to have the liquor license renewal service available for renewal at both the state and local levels. Many license holders do not have 8am to 5pm work hours, so making our services available online has been instrumental in meeting the needs of our constituents."

– Hobert Rupe, Executive Director of Nebraska Liquor Control Commission

OBJECTIVE #5: Maximize adoption of new and current services

Large companies, small businesses, and individuals have a need to get information on Nebraskans they are interacting with. Nebraska.gov provides online services to order Criminal History records, driving records, and court case records but, which one do you need?

Nebraksa.gov created a new website that provides the user with the detailed information they need to know in order to make that decision in one sleek easy to use portal. www.Nebraska.gov/**clickBackground** is expected to help users feel comfortable with their purchase and know exactly what to expect and more importantly in some cases, what not to expect.

- An educated user is more likely to feel comfortable with an online transaction and stay out of the offices, **creating new customers**.
- Having all the information in one easy to follow website creates efficiencies for the user, **encouraging repeat business**.
- Highlighting relevant and related services puts options in front of the user that they may not have been aware was possible. This cross marketing aids in **maximizing awareness**.

All of which… **increases adoption**

OBJECTIVE #6: Gain national recognition for Nebraska electronic government.

NEBRASKA.GOV: NATIONAL EXPOSURE FROM PRESS RELEASES

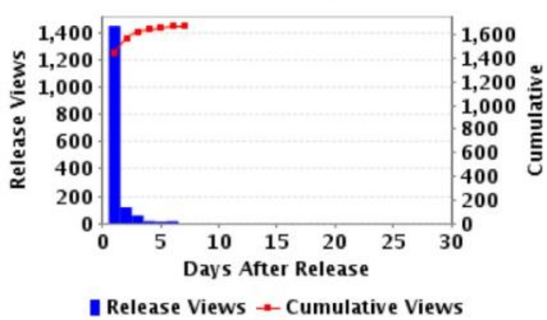
Spotlight: Nebraska Liquor Control Commission

ONLINE & MOBILE POSTINGS WHERE THE RELEASE APPEARED:

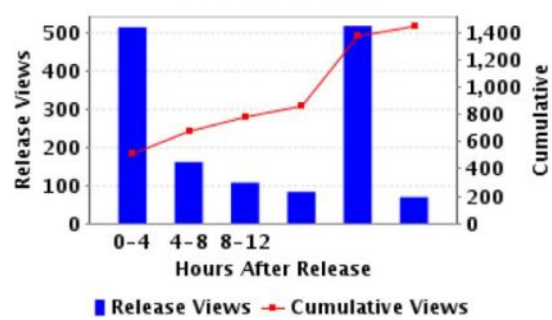
YAHOO! Finance
The New York Times
THE WALL STREET JOURNAL.
CNNMoney
CNBC
MarketWatch
Bloomberg
NASDAQ
USA TODAY
The Miami Herald
msn MONEY
Fidelity.com
REUTERS
synacor
TD AMERITRADE

Visibility:

First 30 Days:



First 24 Hours:



HIGHLIGHT: CROWDSOURCING

What is crowdsourcing? The practice of obtaining needed services, ideas, or content by soliciting contributions from a large group of people, and especially from an online community, rather than from traditional employees or suppliers.

How is Nebraska.gov using crowdsourcing? We engaged users and photographers from Flickr (a photo-focused social media site) to submit Nebraska inspired photographs to include on our Nebraska.gov portal. Our objective is to provide an inclusive website that represents all Nebraskans while demonstrating the strong sense of community and culture in our state. Thousands of Nebraskans have embraced this approach by providing crowdsourced content that has enriched the Nebraska.gov experience, and we hope they will continue to do so in the future.

NEBRASKA.GOV

OBJECTIVE #6 (continued): Nebraska.gov Social Media Strategies Q4 - 2013

HIGHLIGHT: CROWDSOURCING

OBJECTIVE #7: Optimize reliability and response of portal technology

UPTIME REPORT

OCTOBER	NOVEMBER	DECEMBER
100%	100%	99.88%

RESPONSE TIME REPORT

OCTOBER	NOVEMBER	DECEMBER
Avg. response time 888 ms	Avg. response time 822 ms	Avg. response time 820 ms

NETWORK ISSUES DETAIL REPORT

	Start Time	End Time	Time	Description	Impact
Nebraska.gov domain did not resolve to DNS	12/17/2013 5:30 AM	12/17/2013 7:40 AM	2:10	Planned network maintenance on the State's network make the DNS server unavailable.	The name of www.nebraska.gov did not resolve correctly to our servers.

NEBRASKA.GOV

Nebraska.gov Project Priority Report – Open and upcoming projects

Title	Revenue Type	Project Start	Target Launch	Work Scope	Partner
Trade Name Registration Filings through Corporate Document eDelivery	Self-funded	7/19/2013	1/31/2014	Application Enhancement	Secretary of State
Point-to-Point FED/MED Changes	Self-funded	1/1/2014	2/17/2014	Application Enhancement	Motor Vehicles, Department of
Veterans Affairs Designation Application	Non-revenue	1/22/2014	2/24/2014	New Application	Veterans' Affairs, Department of
Subscriber Signup Application	Non-revenue	11/8/2010	2/28/2014	New Application	Nebraska.Gov Internal
Juror Qualification Form	Non-revenue	11/8/2012	3/1/2014	New Application	Court Administrator, State
Title Lien & Registration Records Searches – Retemplate	Self-funded	1/21/2014	3/17/2014	Application Enhancement	Motor Vehicles, Department of
Ignition Interlock Installation Reporting	Non-revenue	8/21/2013	3/31/2014	New Application	Motor Vehicles, Department of
Commercial Driver License System - Rewrite	Non-revenue	7/15/2013	3/31/2014	New Application	Motor Vehicles, Department of
Courts ReTemplate Parenting Act Mediator Portal	Non-revenue	9/24/2013	3/31/2014	Application Enhancement	Court Administrator, State
Rules & Regulations OnBase Automation	Non-revenue	10/31/2013	4/1/2014	Application Enhancement	Secretary of State
Electrician Exam Application	Revenue	7/11/2013	4/1/2014	New Application	Electrical Division, State
UCC Searches-Re-template and Rules & Regulations Updates	Self-funded	7/16/2013	4/1/2014	Application Enhancement	Secretary of State
Criminal History Records - Retemplate	Self-funded	1/16/2014	4/7/2014	Application Enhancement	Patrol, Nebraska State
Corporation Searches-Re-template & Enhance Certi of Good Standing	Self-funded	7/8/2013	5/1/2014	Application Enhancement	Secretary of State
AG Dairy Renewals	Revenue	1/15/2014	5/15/2014	New Application	Agriculture, Department of
AG Dairy Reports	Revenue	3/3/2014	5/15/2014	New Application	Agriculture, Department of
Appeals Court and Supreme Court case searches	Revenue	1/15/2014	5/19/2014	New Application	Court Administrator, State
Courts_Reporter of Decisions Opinions_Website	Non-revenue	9/9/2013	6/1/2014	N/A- Website	Court Administrator, State
Vehicle Tax Estimator - Retemplate	Non-revenue	3/24/2014	6/2/2014	Application Enhancement	Motor Vehicles, Department of
UCC Batch Filing	Self-funded	8/19/2013	7/1/2014	New Application	Secretary of State
Veterans Designation on Driver Licenses	Revenue	4/1/2014	7/1/2014	Application Enhancement	Motor Vehicles, Department of
Veterans Designation on Driver License Records	Self-funded	5/1/2014	7/1/2014	Application Enhancement	Motor Vehicles, Department of
DLR Admin - Phase II (Monitoring)	Self-funded	2/28/2014	7/7/2014	Application Enhancement	Motor Vehicles, Department of
AG_Auction Market Reports	Revenue	6/1/2014	7/15/2014	New Application	Agriculture, Department of
Motor Vehicle Registration – Proof of Insurance	Self-funded	1/6/2014	8/4/2014	Application Enhancement	Motor Vehicles, Department of
Court Bulk eGarnishment ePayments	Revenue	7/1/2013	8/31/2014	New Application	Court Administrator, State
Motor Vehicle Registration Renewal e-mail Notification	Non-revenue	1/13/2014	9/1/2014	New Application	Motor Vehicles, Department of
Notary Public Application and Renewals	Revenue	5/5/2014	10/1/2014	New Application	Secretary of State
WCC - eFiling	Revenue	1/6/2014	10/15/2014	New Application	Workers Compensation Court
Criminal History Records - Subscriber & Batch Upload	Self-funded	1/6/2014	11/3/2014	Application Enhancement	Patrol, Nebraska State
Farmers' Market Online Database	Grant/T&M	10/1/2013	9/30/2016	New Application	Agriculture, Department of

Self-funded = Enhancement or new application tied to an existing revenue generating application
Revenue = New application that generates revenue
Non-revenue = New application or enhancement that has no associated revenue
Grant/T&M = New application or enhancement funded by a grant or the partner

2014 Business Plan

Submitted to the Nebraska State Records Board

Presented by:
Brent Hoffman,
General Manager

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EXECUTIVE SUMMARY

In 2014 we look forward to expanding on our working relationship with the Office of the Chief information Officer (OCIO) and their role of providing oversight to the current contract we have with the State of Nebraska. As mentioned at the November Board meeting, much of what we do today will not change and also that the role of the Nebraska State Records Board, as it is in statue, will remain the legal oversight of the contract. We submit our 2014 Business Plan understanding that we are to continue our successful expansion of state and local eGovernment services.

Contractual Factoids

Original Library Commission Contract Start Date:	February 1, 1993
State Records Board Expanded	1997 LB 590
Contract date under expanded NSRB	February 1, 1998
Current Contract Start Date:	February 1, 2010
Number of Potential Renewals and Number of Potential Years:	Four year contract with one 2 year renewal
Current Contract End Date:	January 31, 2016

Evolution of Governance

In the history of our company both locally (Nebraska) as well as nationally (NIC) we have seen governance play a key role in the success of our partnerships. We are the experts in eGovernment and have developed a library of over 8,000 online eGovernment applications because we know how government works and we know how successful partnerships work. We know that flexibility is a core component of great partnership and also believe the following core tenants of good governance give a foundation for a rewarding and innovative future:

 # 1 REPRESENTATIVE VOICE

Good governance ensures that several agencies and local entities are represented and can provide their collective support of the portal and the state's eGovernment program.

 # 2 GROWTH

Good governance must drive the development of multiple, innovative and revenue-generating services within the state to continue to grow the portal and eGovernment in Nebraska.

#3: LEADERSHIP

Good governance provides the portal with access to top officials across state government.

#4: EXPAND AGENCY PARTICIPATION

Good governance should work to help increase the number of agencies participating in the state's eGovernment program.

18 years ago, there was a strategic decision to build a governance structure through Legislation under the NSRB, which adheres to these core tenants; The NSRB provides a structure for private-public partnership which crosses jurisdictional and political boundaries. This collective voice and oversight has been responsible for the launch and oversight of over 300 + successful online applications. Many of these applications have been nationally recognized and have won government technology related awards. The Nebraska.gov portal itself has been in the top 10 of the Best government website 7 of the past 10 years. There are only 2 other states who have finished higher more often.

Focused on being the best

In my conversations with agencies and presentations to large government groups, I always tell them when considering an online service, start with what your agency does best, such as licensing. Then focus your service on being the best licensing service. The OCIO is the best at designing and implementing Government-to-Government infrastructures. Recently, The National Association of State Chief Information Officers (NASCIO) selected Network Nebraska-Education as its top project in the category of Cross-Boundary Collaboration and Partnerships at their annual conference and awards ceremony in Philadelphia. Network Nebraska provides a scalable, reliable, and secure telecommunications infrastructure that enables any type of eligible entity (i.e., local and state government, K-12 and higher education) to purchase the amount of service that the entities need, when they need it, on an annual basis. Having the State continue its focus on Government-to-Government services is a very important and critical piece for the growth of the portal as it will allow online citizen and business services to cross market current siloed data repositories.

For nearly 20 years Nebraska Interactive, LLC has worked to be the best partner the State has ever had, so much so that it has become part of NIC's mission statement. What we do best, is to help governments deliver valuable information and services to constituents 24 hours a day, seven days a week. Citizens and businesses in 29 states enjoy the efficiencies NIC brings to interacting with government. NIC completed 200 million online transactions and securely processed more than $22.5 billion on behalf of its government partners.

More Bang for the buck

At no cost does not mean at no expense. In the first 3 quarters of 2013, Nebraska Interactive, LLC has invested over $2.5M in project management, development, marketing, hosting and merchant fees for over 300 + online services. $2.5 million dollars is what that State would have paid at the going market rates for the services we provide. Just because we do not bill for it, does not mean it is not an expense. We see a great opportunity to continue to rapidly expand online services through the cooperation of the OCIO and leverage Nebraska Interactive's subject matter experts in the areas of project management, business development, development and merchant processing resources. In addition, to reducing costs for the State, we can determine new sources of revenue that leverage our highly available network to increase the States citizen and business online services portfolio.

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Local Presence

I would venture to say that there are few, if any, technology vendors with a locally dedicated team of subject matter experts. Our online services are built by Nebraskan's for Nebraskan's, which contribute to the local economy. More over the local staff, their family and friends also have to use the same services we have developed and host. This provides incentive to provide citizens and businesses with a high quality, affordable product.

The fundamentals of our portal remain solid starting with our executive team. With combined years of eGovernment experience totaling 34 years, we understand our business and our partners. That experience does not stop with the executive team as we have employees in every department (Development, Project Management, Graphic Design and Customer Service) many of which have been with Nebraska Interactive for more than 5 years. With this type of experience, we have learned to leverage each other's strengths to continue to push each other and our portal to new levels. Even after 17 years, we thrive on challenging each other to be more innovative than the year before and to come up with new ideas that keep us fresh, unique and inspiring. We believe in what we do and are proud of the products and services we provide to the State of Nebraska. The effort is consistently demonstrated in our work and the national accolades the Nebraska.gov portal and our applications continue to receive year after year is a testament to how dedicated and serious we are to being the best E-Government partner to the State of Nebraska.

Key Strategies

Our key strategy for 2014 will be to continue to build off of our successes of the past. Strengthen our partner relationships, expand business development at the State, City and County level, as well as focus on new marketing initiatives. We are hopeful the OCIO will provide an avenue for new partnerships as well as new citizen and business online services. States from across the country are trying to get out of the software business and focus on what they do best, government to government. NI's application focus will be on targeting online services focus on citizens and businesses such as: Hunting and Fishing Permits with Wildlife and Parks, Park reservations systems with Wildlife and Parks, Vital Statistics with Department of Health and Human Services, a centralized Licensing Portal utilizing NIC's alliances, Inmate Banking with Department of Corrections and Online Tax Returns with the Department of Revenue. Working closely with the OCIO to operationally reduce or eliminate resource we already provide, will allow the OCIO to reallocate those resources to enhancing the State's infrastructure. In addition, the opportunity for new revenue will increase margin share to the Nebraska State Records Board and continue to promote eGovernment technology grants. .

Our 2014 Marketing strategy will focus on the business development for new State and local partnerships. It makes sense, under a self-funded model for NI to raise awareness of available services after an application has been released. Our Marketing and design professionals develop quality eye-catching collateral materials to help promote our partners services. NI works closely with our partners to create a branded product package to market their service. To better communicate this message, we believe in building a robust and professional Nebraska Interactive website.

Like many of NIC's portals, NI has worked "behind the scenes" of the State of Nebraska and always used the blanket of the NIC public website as an informational portal on who we are. Developing an impressive Nebraska Interactive website is a new strategy to make a statement of who we are and the value our company brings to the table. We are the leaders in eGovernment and the value we bring is unmatched.

This microsite will be a key strategy in re-introductions with established partners as well as agencies who might be familiar with our name but do not have direct experience working with us.

Our 2014 technology strategy includes evaluating data and the hosting of data not only for retention but for accessibility. We believe there are viable opportunities for the OCIO to leverage Nebraska Interactive's high visibility datacenter for Cloud hosting of data. A recent example would be the State's decision to host their email with Microsoft's remote hosted exchange servers, which means all of the State's email is hosted in Microsoft datacenters located across the country. Nebraska Interactive has been utilizing a very successful hosting strategy with the State for almost 20 years, as we have continued to share NIC initiatives from across our vast library.

Our 2014 operational strategy will continue to be driven by our proven and successful project lifecycle template. We look forward to keeping the OCIO informed about the status of our projects as we currently provide bi-weekly status reports to every partner with whom we have a current project. These reports provide accountability for all the project stakeholders by listing any outstanding and completed tasks. Our goal with these reports is to ensure nobody is waiting for us to complete a task which may hold up a project.

We are excited about 2014 and the projects and goals we have set before you and look forward to our continued success.

Sincerely,
Brent Hoffman

PORTAL STRATEGIES

Value reporting for our Partners

This has been very successful in 2013. It is extremely important to keep our partners engaged in the work we are doing as the portal contractor. After more than a decade of using the self-funded model, we do not want our Partner's to take for granted what can be the hidden value Nebraska Interactive brings, and that is all the work done at no cost to the tax-payers of the state. In 2014, we will be adding cost avoidance statistics and figures to our quarterly reports to remind the returning members, and further educate the new members on the benefits of the self-funded model.

National Recognition

Our goal for 2014 is to build on the foundation built in the redesigned website launched in 2012, and place within the top 5 for Best of the Web. We are eager to leverage our top 10 placement in 2013 and use that to improve and expand the website to continue to make changes as technology continues to expand.

In 2013, Nebraska won the Digital Government Achievement Award for the Nebraska Handicap Parking Permit Application and Management System, in the Driving Digital Government State Government Category. We are so pleased to be recognized for this service.

Nebraska.gov will continue to identify national awards and submit nominations for those awards. We want to continue on our successes and expand our brand, and the NIC name, nationally.

New Online Services and Major Enhancements

With our major partners we work very closely to understand their goals and priorities. Below you will find the major services that are either currently being worked on to launch in 2014 or in our pipeline of projects to go live in 2014.

Secretary of State

- **"New" Annual/Biennial Online Report Filing Application**
  In the past, the Secretary of State office has mailed out over 45,000 pre-populated paper forms. This new service will enable those same pre-populated forms to be accessed and downloaded through this new application. The option to go completely paper-less and file online was marketed in this new application with a goal to reach over 60% compared to 30% last filing season. Google Analytics will be set up to show if users are filing using the online option versus downloading a pre-populated paper form, printing, and mailing in with their payment.

- **Proof of Publication Fees**
  SOS will begin charging filing fees for Domestic Business Corporations, Domestic Non-profit Corporations, and Domestic Limited Liability Companies beginning January 1, 2014. This is a

change to the existing Corporate Document eDelivery application.

- **Trade Name Filings**
  This is an enhancement to the existing Corporate Document eDelivery application that will allow users to file a trade name and proof of publication for an existing trade name online.

- **Certificates of Good Standing**
  Currently, Certificates of Good Standing are not available electronically so this change would make them available online. It will also include online validation where the certificate number can be entered and validated. This will benefit bankers and lenders who do not feel the Letter of Good Standing is enough of an official document.

- **UCC Searches**
  The current search application will undergo changes as a result of new rule and regulation changes. This will enhance the searching functionality in simplifying the search criteria and results received back.

- **Re-templating of major SOS services**
  In essence, re-templating is placing all of the online services in a responsive design template so that users can access the services from any digital device. Since SOS has a large number of services, this initiative will be prioritized by services.

- **UCC Batch Filing**
  There are several existing filers that could benefit from a batch filing process. Nebraska.gov has researched the market interest and met with three large filing companies – John Deere, Corporation Service Company (CSC) and CT Lien Solutions. A proposed solution is to build a web service to send an XML receipt back to the filer letting them know if their filing was approved or rejected.

Department of Motor Vehicles

- **Commercial Driver License System Re-write**
  Nebraska.gov currently provides a complete end to end application for the managing of testing commercial driver license applicants by non DMV, third party testers. Federal laws and regulations of commercial driver licensing and testing are changing which require major enhancements to the existing application. These changes are to occur in 2015. Nebraska.gov and the DMV are already working on this project to get a head start on the changes and prepare the users involved for larger federal changes in 2015.

- **Veterans Designation on Driver Licenses & Driver Records**
  LB93 was passed during the 2013 Legislative Session to allow veterans to register to have a

Veteran designation placed on their driver license or State ID Card. This new law is effective in July of 2014 and requires updates to the existing online Driver License Services application for users to request this designation on their document, as well as the Driver License Record online order applications to display the designation on driver records.

- **Ignition Interlock Installation and Violation Reporting**
  Companies that provide Ignition Interlock devices to drivers who are authorized to drive only with a device need to report violations, installations, and removals of the device to the DMV as they occur. Currently, this is done via email or paper and is not efficient for enforcing proper use of the Ignition Interlock Permit. This project will create efficiencies between the companies and the DMV and allow the DMV to enforce the privilege more timely.

- **Point-to-Point FED/MED Changes**
  Companies that order large quantities of driver records can do so using a method online called Point-to-Point. Currently, this method does not provide commercial driver license federal and medical information on the driver record. This method will be enhanced to provide that information when requested. This will be beneficial to the users as well as the DMV so direct contact to the DMV is no longer needed to get this information.

- **Motor Vehicle Registration – Proof of Insurance**
  Nebraska drivers are required to renew their vehicle registration annually. The online option is limited to registrations that have valid insurance reported by insurance companies. Users that don't have valid insurance on the system caused by delays in reporting or timing of renewal of policy cannot use the online system. Nebraska.gov will be enhancing the application to allow individuals to upload proof of insurance documents and submit it to the county office for review and approval. This is beneficial to the user as well as the county offices by reducing foot traffic and manual renewals.

- **Retemplate initiatives for 2014**
  In 2013, 9 DMV applications were migrated to the new Common Application Template and modified to enhance user experience and improve the intuitiveness of the application. This initiative is continuing in 2014 where the remaining seven online applications will all be moved to the Common Application Template.

Administrative Office of the Courts

- **Appellate and Supreme Court Case Searches and eFilings**
  In 2014, eFiling will be enhanced to allow for Appellate and Supreme Court case filings. There would then be a substantial need to incorporate a Court Case Search for these case types. Court Case Search is a revenue generating application and this enhancement to eFiling is projected to

increase Court Case Search adoption.

- **Attorney Portal Re-template**
  With a mobile first initiative, Nebraska.gov plans to re-template the existing attorney portal website. Making this site, along with the majority of Nebraska.gov court applications, mobile friendly and will allow attorneys to work on the go. This site is anticipated to be a one-stop-shop for attorneys giving them access and quick links to their most used online resources.

- **Court Applications and Google Analytics**
  Recently, Nebraska.gov has worked to re-template the online courts applications. In doing so, we took the opportunity to apply google analytics to each of these applications as they were re-templated. Our 2014 initiative with google analytics is to evaluate the results and enhance the user intuitiveness and self-help features.

- **Attorney Portal/Contact Information Update**
  When an attorney changes or adds an email address or other contact information, they are required to notify multiple entities, which may include the Nebraska State Bar Association, Nebraska.gov, the Courts, etc. Regularly Nebraska.gov Support is contacted by attorneys that are unhappy this rigorous process. This service would provide attorneys a 'one-stop-shop' location to update their contact information and distribute to the multiple entities.

- **Special Requests**
  Court Case Search allows for searches to be completed by case number or name. A new service to allow users to submit special requests for search results to specific case type, time frame, etc. is an initiative Nebraska.gov will be seeking in 2014. These special requests could be set for regular delivery or on a one-time basis.

- **Court Case Tracking**
  Court Case Tracking would allow citizens to monitor the progression of a specific court case and receive notifications when events occur related to that case. To increase the online adoption of this service, an enhancement to the One-Time court case search would provide users an option to pay an additional fee to monitor the case.

DHHS

- **Vital Records**
  We have been in discussions with the Department of Health and Human Services to rewrite the current Vital Records online service, using the NIC corporate designed service. Nebraska.gov can implement this service and create a new funding source, with minimal development time. By utilizing a system that has already been created, our time to market is drastically decreased. Currently the transaction potential is about 15,000 a year.

Vital Records could also be marketed at the county level. Potentially, we could market online birth certificates to the larger counties and offer that have their own system for providing these records.

We have established a partnership with the Douglas County Health Department – Vital Statistics, as a new PayPort partner. They are aware that we are willing to work with them to create online services. The manager for the division has expressed interest in online services, once the PayPort system is well established.

Local Government

- **Real Estate Property Taxes**
  We continue goals to expand our local government services into real estate tax payments. We have been working with GIS workshop (who provides the data and support for many county treasurers' real estate data) and they do not have a preferred partner for collecting online payments. In 2014, we plan to work closely with GIS workshop to collect online real estate tax payments for the services that they provide. This is a winning partnership for all involved.

- **PayPort**
  Our main growth initiative for PayPort in 2014 is to expand PayPort at the State level. There are several partners that want to use this service and are unable to afford merchant fees and additional phone lines.

- **Event Registration**
  We will begin to market this service heavily to the state and local level in 2014.

Additional Services we are targeting in 2014

• Hunting and Fishing Permits (Game and Parks)	• DHHS /BSDC online store (DHHS)
• Park reservation payments (game and Parks)	• Inmate banking (Corrections)
• Lost and find me (Corrections)	• Crash Reports (Roads)
• Bus inspections (Dept. of Education)	• Unemployment Insurance (DOL)
• Corporate ID Theft Prevention (Secretary of State)	• MyEvents2Go (enterprise)

Portal Marketing Plan

As Nebraska.gov enters our 20th year of operation, there continues to be exciting new opportunities awaiting the state web portal. Focus will continue to be placed on educating the partner about the benefits of our self-funded model and the benefits the state web portal has to offer to citizens, businesses and state government. We also have aggressive goals to increase awareness of the Nebraska.gov as well as the Nebraska Interactive brand. We aim to build upon the following primary objectives:

- Strengthen the brand awareness and its offerings
- Increase the adoption of online services
- Utilize Google Analytics and Google AdWords to improve online usage

Objective 1: Strengthen brand awareness

Internal and external branding is essential to position the Portal as the official source of information and Government services in the state of Nebraska. In order to achieve this objective, Nebraska.gov will focus on partner education and adding a new Nebraska Interactive website to help leverage the products and services offered to state and local partners.

a) Continue Partner Education

Our goal in 2014 is to continue to educate state and local government about the benefits Nebraska.gov has to offer citizens and businesses. Information about the Portal and the experience we have with eGovernment initiatives within the state and local government will be provided to partners.

b) New Nebraska Interactive website

In order to expand our brand, marketing and business development goals, having a first class business website that showcases our products, services and value will help us to market to new businesses. Our microsite will include the following:

- Information on the self-funded model and success stories
- Products and demos of our award winning services
- Case studies from 3rd parties such as NACIO and Government Technology
- Case studies/Project examples regarding our self-funded value
- List of Awards
- User survey feedback
- Testimonials from partners
- Alliances and the value they bring (GovDelivery)
- Services we provide that outshine the competition. We don't only develop first class applications, we also:
    - Provide Marketing
        - Print
        - Social Media Interactive Facebook, Twitter, Google AdWords
        - Live Chat

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- Provide analytics to track the usability

Objective 2: Increase Public Awareness and Adoption of Online Services

Interactive eGovernment services are the priority of the state portal. Nebraska.gov intends to build upon the already established online services and expand into more eGovernment service offerings. Public awareness and adoption of new and existing online services will be optimized through agency collaboration, joint marketing efforts, and the building upon media relationships.

a) Develop Agency Co-Marketing Plans

Collaboration between agencies and Nebraska.gov is essential when promoting online services. Nebraska.gov will present marketing recommendations to the agencies and then work in collaboration to decide upon the best marketing tactics to adopt.

b) Expand on Nebraska.gov Social Media

Nebraska.gov has a clear presence in the social media markets such as Facebook, Twitter and even Pinterest. Our 2014 goal is to develop a detailed social media marketing plan and invest in a part-time employee to help improve the Nerbaska.gov presence and messaging.

c) Industry Specific Marketing

There are several industries, such as lawyers, bankers and insurance agents that have found significant value in eGovernment state portal offerings over the years. By marketing specifically to industries that have previously derived value from the state web portal, this will expand local and national public recognition and ultimately increase awareness and adoption rates. Media exposure through press releases, award recognition, association memberships are all tactics already used are intended to be built upon. Direct marketing efforts to specific industries will also prove very beneficial for new and existing online services.

d) Build Media Relationships

News releases and press events have proven to be a valuable method of increasing awareness and adoption rates to online services and Nebraska.gov as a whole. For example, a news release that announced the Handicap Parking Permit service was picked up by several national and local media and won 2 national awards. New releases will continue to be developed and distributed to announce each new application and any important milestones. NIC's relationships with local and national media will continue to be a strong focus to promote the Nebraska.gov brand and the state's success in its eGovernment portal initiatives.

Recommended marketing tactics include:

- Participate in nationally acknowledged associations and partake in events that provide coverage to core user groups.
- Coordinate press around seasonal happenings

- Write award-winning submissions targeting:
  - Best of the web
  - Digital Achievement Awards
  - NACIO Awards

Objective 3: Utilize Google Analytics and AdWords to improve online usage

Google Analytics helps Nebrask.gov analyze visitor traffic and paint a complete picture of our customers and their needs, wherever they in their online process. We are using application specific metrics to ensure users and getting the best and most user-friendly experience. Regarding Google AdWords, we are currently experimenting with the cost benefit of placing Ads in search engines to direct users to our online services. The focus has been with the DMV and on a very small scale using Google Analytics. A case study is being done to fully understand the benefits as well as the potential. Once this is complete, we hope to expand the campaign to more services using more search engines as determined by analyzing Google Analytics.

MOBILE STRATEGY SUMMARY

Nebraska Interactive understands the significance of 50% of all portal visits being from mobile devices by 2015 and the importance of being mobile ready when it comes to electronic services. In response to this challenge, we are implementing responsive design as our solution to mobile enabled services and websites. The 2012 Nebraska.gov portal website was designed using responsive design, also in 2013, we created a new common application template to use for all future applications. This common template incorporates the responsive design technology and will expedite our mobile presence significantly. Therefore all future applications will be developed and tested for smartphones, tablets and computers. In parallel to the implementation of responsive design, the importance of being able to track our users will be integral to understanding patterns. Consequently, we have developed analytics and tunneling into every new service with the common template.

While our focus through 2014 is to continue to build our websites and services using responsive design, we will also continue to evaluate and implement when needed, native mobile applications. At the same time we will be evaluating the need to transition partner websites and applications deemed necessary for mobile readiness to responsive design. The largest challenge that we face for making our services mobile-enabled is the amount of legacy applications that exist at a mature portal. It will take time and resources to go through all of these applications and refactor them to be mobile-enabled. We will go through our list of services and rank them on highest usage. The services with the highest potential to be used on a mobile device will be targeted first. At the time of the creation of this document, we have converted over 25% of our legacy applications to be responsive design.

Another challenge we face is keeping pace with the rapidly changing devices and specifications for those various mobile devices. To help address this challenge we have designed our common template to be easily upgraded. This also includes versioning, in case of changes that would break backward compatibility. We have built our application template on top of the Twitter Bootstrap framework. We are researching Twitter Bootstrap 3.0 and will upgrade our common template to use it in 2014 to stay current and on the leading edge of responsive design.

On the graphic design side, new partner websites are designed using Dreamweaver software. In parallel with our mobile strategy, creative designers are designing using the latest responsive design technologies and methodologies.

TECHNOLOGY SUMMARY

2014 Goals

Nebraska.gov has been 100% hosted out of the Corporate Data Center (CDC) since early 2007. In 2013 we completed our migration for all production servers to the new vBlock infrastructure in the Ashburn, VA data center. The next phase is to clone these servers in the Allen, TX data center for our disaster recovery hot site. Planning for this has already begun and is expected to be completed by end of 2013.

Currently we have a lot of custom built libraries and server applications. These libraries and server applications are on the Network Files System (NFS) and shared between multiple servers. Due to this we are not able to update one server without having to simultaneously apply the same updates to other servers in the same cluster.

In 2014 we are going to start researching and working on upgrade our Linux operating systems and restructuring our system layouts. We will upgrade to a newer version of Oracle Linux. We will move away from the custom build where possible and use stock RPM builds instead. This will allow us to take better advantage of Puppet to keep our software and libraries updated. We will also install libraries and server applications on local file systems instead of NFS to allow for individual server upgrades. These changes will bring us and the CDC efficiencies in server maintenance and minimize the time need for upgrades. We expect this to be a process that will take use a couple of years to complete and we will work on one cluster at a time instead of a mass migration as we did when moving to the vBlock.

Due to the growth of our Grails applications we are expecting to add another Tomcat application cluster to our current server environment. This cluster will consist of two new servers inside of our virtual environment at the CDC. We also plan to add a new utility server to house our GIT environment that we are looking at migrating to in place of our aging CSV server.

We currently are still operating out of the dated NIC CVS code repository. We have started researching moving to a GIT code repository instead. We have some issues to work out in it for shared use with permission sharing and setting standards for naming repositories within GIT. We expect to be moving over to GIT in the first quarter of 2014.

In 2013 we began the process of going through all of our legacy applications and updating them with a modern look and feel. While doing this we also made them mobile friendly by applying our Common Application Template (CAT) to them. At this point we have successfully updated over 25% of our 200+ services. We will continue to move forward on this initiative to meet the demands of the growing mobile usage.

In 2013 we started applying our CAT to all new and existing applications. CAT is built on Twitter Bootstrap and uses a blend of HTML5, JQuery and best practices to standardize our responsive design approach. It gives all of our applications a common look and feel that our users are familiar with and clearly brands them as Nebraska.gov services. It also reduces development and prototyping time. For

2014 we will be rolling out the next version of CAT. The primary change in it is the upgrade of Twitter Bootstrap from 2 to 3. We want to stay on the cutting edge of mobile technology and responsive design to continue to lead Nebraska.gov forward into the future.

In Nebraska take advantage of the tools available to us for flexible, rapid development. We evaluate each application and decide which tool is the right fit. For the majority of our application development we implement the Grails framework within Tomcat. It is used for large, complicated applications and for high volume applications. For our small, simpler, and low volume applications we still utilize Perl to avoid the large overhead of a framework. For both tools sets we have continued to grow our library and plugins to further optimize development.

Software/Hardware Management

When a software license is required all purchasing decisions and authorizations go through the Nebraska.gov management team. For Microsoft licenses we go through the NIC volume licensing plan. We start the process by making a request through Service Now for the licenses required. The NIC service desk gets the estimate and sends us the purchase order to approve. For non-Microsoft licenses we go through what vendors are available and evaluate prices.

We do not have any server hardware to deal with as it is all managed by the CDC. We only have to worry about our desktop and notebooks for our staff. The majority of the hardware purchases are done by the Director of Development. We typical use Dell as the preferred vendor for our workstations but occasionally will use someone else.

In the past we have disposed of old workstations by sending an email to the DOD email list to see if any other portals were interested. When no one responded we then offered them to the staff. The computers were so dated they were of no value anymore.

Since then we have implemented a hardware refresh cycle. We now replace all notebooks after three years and all desktops after five. In 2014 we are hitting our first replacement cycle for the notebooks we purchased in 2011.

Disaster Recovery

Disaster recovery of our servers is handled through the CDC. Our entire environment entirely contained within virtual servers in the vBlock with the exception of our Oracle database. These virtual servers are all going to be clones in the Allen, TX data center. The NFS will be synchronized between the two data centers to keep the files updated. The Oracle database is going to be clustered between the two data centers. Last, our MySQL database will have a standby that is also synchronized across the data centers. This will allow for us to move our entire setup very quickly from one data center to another.

In the event of a critical failure at the Ashburn, VA data center we would declare a disaster. The CDC will switch the GTM addresses over to the Allen, TX data center. We then switch our MySQL standby server in the Texas datacenter to be the master. The rollback procedure is similar with the exception of having to first reset and update the MySQL server to collect any changes that would have happened to its databases while it was offline.

At the time of writing this document, our current disaster recovery process has not been fully tested by us. We have test plan for when the disaster does occur to go through and verify all of our services are operational. We are expecting to have our disaster recovery site set up and fully operational by the end of 2013. In the first quarter of 2014 we should have completely tested the fail over capabilities of our disaster recovery plan.

SECURITY POSTURE

Being 100% hosted at the corporate data center, the majority of our networking and system security is handled by the CDC teams. We utilize the experience and expertise of the CDC teams to help keeps us operating in a secure environment. We coordinate with them on keeping the latest security updates applied to our systems and looking for potential vulnerabilities. This frees up our development team to focus on application security.

To help further our security practices we have contacted the NIC security team to run a penetration test on our services and network. Up until this point all of our penetration testing has been down on a service by service basis. This will be on a much wider scope and will help us maintain a higher level of security and PCI/DSS compliance.

For application security, we are applying standard coding practices to our development methodology. These include, but are not limited to, following coding standards, code audits, peer code reviews, and automated application scanning tools. We are currently implementing Netsparker for our automated scanner.

We are keeping our developers educated on security. We review the OWASP top 10 lists. We will continue to take advantage of the security training classes that are being offered annually at the NIC Technology Conference. We also send developers to security training classes that are offered by local colleges and by the State of Nebraska.

Nebraska.gov utilizes Verizon Cybertrust as our external security auditor. In 2013 we are currently in the process of getting certified again for the next two years. We have already had our onsite audit and everything is on schedule for us to get our certification.

Upon receiving any security audit reports, we will immediately review and address any issues and concerns within the report. We identify and research solutions as quickly as possible in order to get them implemented. We coordinate with the Corporate Security team to ensure that all of our solutions and practices are acceptable and meet corporate and PCI/DSS policies.