

**RESOLUTION APPROVING AN AGREEMENT WITH GovOS FOR THE SHORT-TERM RENTAL COMPLIANCE MODULE, MUNIREVS (LODGING TAX), COMMISSIONERS OFFICE**

WHEREAS, Janet Discher, Ashtabula County Administrator, has presented an agreement for the approval of the Board of Commissioners, to-wit:

**Provider:** GovOS, 8310 N. Capitol of Texas Hwy., Bldg. 2 Ste. 250 Austin, TX 78731

**Service:** This agreement provides customer access to a proprietary short-term auditor module, a permitting module and online revenue collection services to be used by Ashtabula County in relation to lodging tax collection.

**Cost:** Not to Exceed, \$13,750.00

**Term:** Effective for a one-year period to begin upon signing: now

NOW, THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County Ohio that the agreement noted above is hereby approved in accordance with the copy of said agreement now on file in this office.

BE IT FURTHER RESOLVED that the President of the Board, on behalf of the Board of Commissioners of Ashtabula County is authorized to execute all necessary documents.

**ASHTABULA COUNTY COMMISSIONERS  
CERTIFICATION PAGE**

**Resolution No. 2025-369**

**August 28, 2025**

**RESOLUTION APPROVING AN AGREEMENT WITH GovOS FOR THE SHORT-TERM RENTAL COMPLIANCE MODULE, MUNIREVS (LODGING TAX), COMMISSIONERS OFFICE**

**Upon the motion of Kathryn L. Whittington, seconded by Casey R. Kozlowski.**

**VOTE:**

**J.P. Ducro IV**

**Aye**

**Casey R. Kozlowski**

**Aye**

**Kathryn L. Whittington**

**Aye**

**CERTIFICATE OF CLERK**

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.

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*Crystal Sturgill*  
Crystal Sturgill, Clerk of the Board,  
Board of County Commissioners,  
Ashtabula County, Ohio

*Acting*

**Proposed on:** 2025-08-08

# **Short Term Rentals Renewal**

## **Ashtabula County, OH**

**Prepared for:**

**Catherine Coffield**

Ashtabula County, OH  
25 W Jefferson St,  
Jefferson, Ohio, 44047



8310 N. Capital of Texas Hwy.  
Bldg. 2, Ste. 250, Austin, TX 78731

[www.GovOS.com](http://www.GovOS.com)

## Pricing Summary

Name	QTY	Price
STR Compliance	1	\$3,513.34
STR Core	1	\$5,318.15
STR Identification	1	\$0.00
STR Registration	1	\$2,459.27
STR Tax	1	\$2,459.24

**Annual Contract Value: \$13,750.00**

### Additional Comments:

**Subscription Start Date: 09/15/2025**

**Subscription End Date: 09/14/2026**

**Billing Frequency: Annual**



# Proposal Terms

## General Information

Expiration of Proposal:

Without acceptance of this proposal (this **"Proposal"**), pricing provided herein is good until 2025-09-10.

After said date, if not accepted, this Proposal shall be void.

Defined Terms:

- **"Agreement"** means the Existing Contract, amendments thereto, and the TOU (if applicable related to New Services).
- **"Customer"** means the "Customer" identified below.
- **"Effective Date"** means the date this Proposal is signed by Customer.
- **"Existing Contract"** means the "Master Contract" described below, including amendments thereto.
- **"Existing Services"** means Services provided pursuant to the Existing Contract, which Services are described on the Pricing Summary page.
- **"New Services"** means the Additional Solutions described below (if any), which Services are provided to Customer subject to the TOU.
- **"Predecessor"** means GovOS's predecessor-in-interest that is a party to the Existing Contract.
- **"Services"** means the Existing Services and New Services (if applicable).
- **"Term"** shall mean the term that the Existing Services and/or New Services (as applicable) shall be provided to Customer hereunder.
- **"TOU"** means GovOS's standard terms of use, which can be found at [www.govos.com/terms-of-use](http://www.govos.com/terms-of-use).

## Customer Information

Organization Name

Ashtabula County, OH

Primary Address

25 W Jefferson St  
Jefferson, Ohio, 44047

Primary Contact Name

Catherine Coffield

Primary Contact Email

cacoffield@ashtabulacounty.us

## Existing Contract Information

Title of Master Contract:	<p>The title of the Existing Contract or Proposal # is: 0061P00000Z9iAkQAJ.</p> <p>*If the Existing Contract references GovOS's standard terms of use, then for purposes of this Agreement such terms of use are replaced by the TOU. Additionally, if the Existing Contract lacks negotiated terms governing the use of the Services (for the avoidance of doubt, any pre-printed or boilerplate provisions contained in standard ordering documents (including purchase orders) shall not be deemed terms of use or otherwise incorporated into the Agreement), then the TOU shall exclusively apply and control.</p>
Expiration Date of Master Contract:	2025-09-14 (the " <b>Expiration Date</b> ")
Original Parties (if applicable):	<p>N/A</p> <p>* If GovOS is not an original party to the Existing Contract the Customer hereby consents to the assignment of the Existing Agreement from its Predecessor to GovOS and GovOS hereby assumes all rights and obligations of the Predecessor under the Existing Contract.</p>
Cooperative Purchasing Contract Description:	N/A. If provided, this Proposal incorporates the terms of such cooperative purchasing contract.

## Amendment(s) to Existing Contract

<b>[Yes] Automatic Renewal:</b>	<p>Following the initial term, the Agreement will automatically renew for additional one-year periods unless earlier terminated pursuant to the Agreement's express provisions or either Party gives the other Party written notice of non-renewal at least thirty (30) days prior to the expiration of the then-current term. GovOS shall send a renewal notice to Customer between twenty-five (25) and forty (40) days prior to the expiration of the Term.</p>
Contract Extension Period:	<p>Number of Month(s): 12</p> <p>Beginning the day following the "Expiration Date" indicated above (the "<b>Extension Period</b>"). For the sake of providing clarity, the Extension Period will end on 2026-09-14.</p>



Hardware:

If, prior to the Effective Date (indicated above), GovOS or its Predecessor provided hardware and/or maintenance services associated with the same to Customer, then following the Effective Date Customer will be solely responsible to maintain an adequate technical environment to utilize the Services including providing and maintaining any necessary hardware and equipment to meet the Services' requirements. Upon request, GovOS will identify hardware requirements and recommend hardware and equipment that meets Services requirements. Additionally, GovOS hereby conveys to Customer title and ownership "as is" and "where is" to any and all hardware and equipment previously provided to Customer under the Existing Agreement. GovOs makes no representations and disclaims any and all warranties with respect to such hardware or equipment.

## Financial Terms

<b>Fees:</b>	Fees for the Services during the Term shall be at the rates indicated on the Pricing Summary page (the " <b>Fees</b> ") and are non-refundable once paid.
<b>Payment Terms:</b>	<ul style="list-style-type: none"><li>• Fees for the Services provided during initial Term (not including the Fees described below) are due upon acceptance of this Proposal. Unless otherwise indicated on the Pricing Summary page, annual Fees shall be invoiced and pre-paid prior to each anniversary of the Expiration Date.</li><li>• Per transaction/document/image Fees are invoiced on a monthly basis.</li><li>• Implementation Fees will be billed upon completion and delivery of the associated Services.</li></ul> <p>All invoices are due net thirty (30) days of the invoice date, subject to prompt payment laws applicable to transactions with Customer. If there is a conflict between these payment terms and applicable law, then these payment terms will conform with such laws.</p>
<b>Annual Fee Increase:</b>	Unless otherwise indicated in the table of Fees above (e.g. Fees being provided by year of the Term), on each anniversary date of the Agreement, the Fees will be increased by up to 10% based on the prior year's Fees.
<b>Late Payments:</b>	Any undisputed amount not paid when due will be subject to finance charges equal to 1.5% of the unpaid balance per month or the highest rate permitted by applicable law, whichever is less, determined and compounded daily from the date due until the date paid.
<b>Collection Costs; Suspension of Services:</b>	Customer shall reimburse GovOS for all reasonable costs incurred by GovOS in collecting any late payments or interest, including attorney fees, court costs, and collection agency fees; and if such failure continues for thirty (30) days or more, GovOS may suspend Customer's and its Authorized Users' access to any portion or all of the Services until such amounts are paid in full.
<b>Reinstatement Fee:</b>	If the Agreement lapses and Customer and GovOS agree to reinstate the Agreement, such reinstatement will be subject to a " <b>Reinstatement Fee</b> ." The Reinstatement Fee shall be calculated as follows: (1) on the day after the Term ends, a Reinstatement Fee of 5% of the annualized value of the Fees will be applied. An additional 5% of the annual value of the Fees will be applied every month thereafter until the Term is extended and/or the Agreement is formally renewed, until the cumulative Reinstatement Fee reaches 50% of annualized Fees, at which point it will be capped.

## Miscellaneous Terms



**Piggyback:**

During the term of this Proposal, including any renewal terms: (1) other public corporations, entities, or agencies directly affiliated with Customer (each, a **"Piggyback Entity"**) may request to piggyback on this Proposal to acquire solutions or services offered hereunder on the same terms and conditions set forth in this Proposal; and/or (2) Customer may acquire additional solutions or services offered by GovOS on the same terms and conditions set forth in this Proposal, other than pricing terms, which shall be negotiated in good faith by the parties hereto. If GovOS receives a request to piggyback on this Proposal, GovOS must provide written notice of the request to Customer within five (5) business days of receipt. If GovOS accepts, and Customer approves the request to piggyback, the administration of the services provided to any Piggyback Entity must be governed under a separate agreement between GovOS and such Piggyback Entity. Customer shall have no obligation or liability to GovOS, any Piggyback Entity, or any third party in connection with the administration of services provided to any Piggyback Entity.

**Modification of Incorporated Documents:**

GovOS reserves the right from time to time to modify the TOU and SLA; however, this Proposal will remain governed by the TOU and SLA in effect as of the Effective Date.

**Conflicting Terms:**

In the event a provision contained in the TOU and/or SLA conflicts with the terms of the Existing Contract then the Existing Contract shall control. If there is a conflict between this Proposal and the Existing Contract, then this Proposal shall control.

**Purchasing Agent Information:**

If a Purchasing Agent is being utilized, insert the Purchasing Agent's name here or insert "n/a" if this Section is not applicable: N/A. By signing below, Customer (or Purchasing Agent as Customer's agent, if applicable) and GovOS accept this Proposal and agree that it shall be subject to the TOU and SLA. Additionally, if Customer is utilizing a Purchasing Agent, then Purchasing Agent agrees to the following: (1) Purchasing Agent shall include "Coverage Terms" or "Subscription Dates" in each line item's material description in its purchase orders; and (2) Purchasing Agent agrees to timely pay all fees specified herein on behalf of Customer.

## Billing Details

Billing Contact Name

Billing Contact Email

Billing Contact Phone

Invoice Delivery Method

Email/Electronic

Preferred Payment Method

Check






# Proposal Acceptance

Proposal #: 006VV00000AnaHWYAZ

By signing below, Customer and GovOS accept this Proposal and agree that it shall be subject to the TOU and SLA.

## Customer Signature

 _____ Signature of Authorized Representative	 _____ Title	 _____ Date
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## GovOS Signature

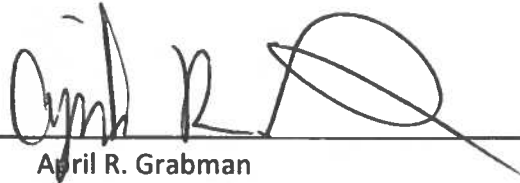
 _____ Signature of Authorized GovOS Representative	 _____ Title	 _____ Date
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Signature Page

**AGREEMENT TITLE: Short Term Rentals Renewal**

**APPROVED as to Legal Form Only.**

Approved by: \_\_\_\_\_

A handwritten signature in black ink, appearing to read 'April R. Grabman', written over a horizontal line.

April R. Grabman  
Ashtabula County Prosecutor

Dated: 8/7/2025

Reviewed by Earl F. Stoll, Assistant Prosecutor

ES

**FISCAL OFFICER'S CERTIFICATE**

5705.41 O.R.C.

The undersigned, County Auditor of Ashtabula County, hereby certifies that the amount required to meet the obligations of the County during the 2024, under the Agreement, has been lawfully appropriated for that purpose, and is in the Treasury of the County or in the process of collection to the credit of the following funds: 1040.001.100-650 Grants/Allocations

In the amount of \$13,750.00 for year 2025 and free from any previous encumbrances.

Agreement Title: agreement with GovOS for Lodging Tax software for use at the Commissioner's office.

  
\_\_\_\_\_  
**Scott Yamamoto, Ashtabula County Auditor**

Contact: Lisa Hawkins, Clerk

Date: August 8, 2025