



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Controller



**Date:** August 5, 2013

**Board Meeting Date:** September 10, 2013

**Special Notice / Hearing:** None

**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Bob Adler, Controller

**Subject:** Agreement with Padmakumar Nagarajan

**RECOMMENDATION:**

Adopt a Resolution waiving the Request for Proposals process and authorizing an agreement with Padmakumar Nagarajan to provide software development and support services, for the term of October 1, 2013 through June 30, 2015, in an amount not to exceed \$302,040.

**BACKGROUND:**

Padmakumar Nagarajan is a senior software developer with 14 years of experience in developing and supporting the County Controller's Property Tax System. His extensive knowledge of the property tax system applications, database and institutional knowledge of the property tax business processes have made Mr. Nagarajan invaluable to making the necessary system changes required to respond to changes in property tax law. In FY 2012-13, the Controller's Office engaged Mr. Nagarajan to provide software development and support services in the amount of \$152,560. An amendment extended the term through September 30, 2013, increasing the amount to \$177,560.

**DISCUSSION:**

Additional contracted services from Padmakumar Nagarajan are necessary to maintain ongoing operations of the Property Tax System and to ensure compliance with statutory mandates. The Contractor's 14 years of experience developing the County's Property Tax System has provided him with extensive knowledge related to the County's applications, databases and business processes.

The Board is being asked to authorize the County Controller's or his/her designee to execute subsequent amendments which do not exceed an aggregate of \$25,000.

The Contractor has assured compliance with the County's Contractor Employee Jury Service Ordinance, as well as all other contract provisions that are required by County

ordinance and administrative memoranda, including but not limited to insurance, hold harmless, non-discrimination and equal benefits.

County Counsel has reviewed and approved the Resolution and agreement as to form.

Risk Management has reviewed and approved Contractor's compliance with County insurance requirements.

ISD has reviewed and approved this agreement with respect to its compliance with established County IT Standards.

Approval of this agreement contributes to the Shared Vision 2025 for a Collaborative Community by providing services that benefit other County departments such as the Treasurer-Tax Collector-Revenue Services, and Assessor.

**PERFORMANCE MEASURE(S):**

<b>Measure</b>	<b>FY 2012-13 Actual</b>	<b>FY 2013-14 Projected</b>
Percent of major tax apportionments completed by installment due dates	95%	95%

**FISCAL IMPACT:**

Funding will come from the Controller's Office and has been included in the FY 2013-14 and FY 2014-15 Recommended Budget. There will be no impact on Net County Cost.