



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** ASSESSOR-COUNTY CLERK-  
RECORDER-ELECTIONS

**File #:** 23-705

Board Meeting Date: 9/12/2023

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Mark Church, Assessor-County Clerk-Recorder & Chief Elections Officer

**Subject:** Amendment to Agreement with Easy Access, Inc. to Provide Maintenance and Support of the Information and Data Management System

**RECOMMENDATION:**

Adopt a resolution authorizing an amendment to the agreement with Easy Access, Inc. to provide maintenance and support of the Information and Data Management System by increasing the amount payable by \$119,005 to an amount not to exceed \$780,955.

**BACKGROUND:**

The Easy Access, Inc. Information and Data Management System stores and processes the ownership and valuation data from which the Assessor produces the annual assessment rolls for secured and unsecured properties within the county. The system also serves the functions of the County Controller and County Tax Collector in the administration of the property tax - the primary revenue sources for county and local governing bodies.

**DISCUSSION:**

On September 4, 2018, this Board approved the Agreement (Resolution No 076091) with Easy Access, Inc. for the maintenance and support of the Information and Data Management System from July 1, 2018 through June 30, 2019 for a not to exceed amount of \$119,005. On July 9, 2019, this Board amended the Agreement (Resolution No 076790) to extend the term end date from June 30, 2019 to June 30, 2024 for an amount not to exceed \$661,950. While amending the Agreement, staff erroneously omitted the original contract amount of \$119,005 which would have properly increased the total contract amount to \$780,955.

ACRE Management is requesting the Board to increase the amount payable by \$119,005 for an amount not to exceed \$780,955.

The County Attorney has reviewed and approved the resolution and amendment as to form.

**FISCAL IMPACT:**

Appropriations to cover the costs of this agreement are included in the Assessor-County Clerk-Recorder's FY 2023-25 Recommended Budget.