



County of San Mateo

Inter-Departmental Correspondence

Department: ASSESSOR-COUNTY CLERK-
RECORDER-ELECTIONS

File #: 18-1106

Board Meeting Date: 12/11/2018

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

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

Subject: Assessor-County Clerk-Recorder-Elections (ACRE) Assessor Property Assessment System (APAS) Project

RECOMMENDATION:

Adopt a resolution authorizing an agreement with Sapient Corporation for the purpose of the design, development, implementation, and maintenance of the Assessor Property Assessment System (APAS), and for post-production maintenance and operations support in the maximum amount of \$16,301,948 for the period of December 11, 2018 through December 31, 2031.

BACKGROUND:

In February 2017, Assessor-County Clerk-Recorder-Elections (ACRE) released a Request for Proposals (RFP) ACRE 2017-0001 (Assessor Property Assessment System). The APAS project is a business-driven effort to replace the legacy system, modernize the county's property assessment tools, improve office workflows, and streamline internal/external interfaces to ACRE systems in order to meet the needs of constituents and stakeholders to maintain the statutory and constitutional obligations of San Mateo County. Therefore, this project is more than just a replacement of the existing legacy system - it represents a wholesale transformation of ACRE business processes.

DISCUSSION:

ACRE received four proposals in response to the RFP. One of the four proposals did not meet the minimum requirements outlined in the RFP and was disqualified.

An evaluation committee comprised of business and information technology members from the Assessor's division (along with representatives from Procurement and ISD) conducted an extensive evaluation process of the remaining three proposals. The evaluation process was divided into four stages.

Stage one included evaluation of the proposals by the evaluation committee without the cost element. Stage two consisted of a day-long onsite presentation by the proposers. Stage three was the evaluation of the cost element by a select subgroup of the evaluation committee. Stage four was

a due-diligence period in which proposers demonstrated prototypes of their proposed application solutions. Of the four proposals, three passed to Stage three and two passed to Stage four.

Following Stage four, the evaluation committee concluded the process with the recommendation to select Sapien Corporation for the development of the APAS project. The successful proposal included a proposed 10-Year Maintenance and Operations Support Agreement. The vendor selection recommendation report was completed in April 18, 2018.

The APAS project is included in the County's 5 Year Capital Improvement Plan . The overall estimated cost of the APAS project is \$44 million over the course of the next 13 years and will include vendor agreements for hosting/licensing, data cleanup and conversion, best practice/security evaluation among other items.

County Counsel has reviewed and approved the resolution as to form.

Approval of this resolution contributes to the Shared Vision 2025 outcome of a Collaborative Community by providing the stakeholders of the County of San Mateo with highly accurate and reliable Assessor data that advances the technological capability, efficiency, speed, and convenience of vital government services.

FISCAL IMPACT:

Appropriations to cover the costs of this agreement are included in the Assessor-County Clerk-Recorder's FY 2017-18 Adopted Budget, FY 2018-19 Adopted Budget, and will be included in future budgets. These costs will be fully funded by a transfer from Non-Departmental Services.