



# County of San Mateo

## Inter-Departmental Correspondence

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

**File #:** 19-474

Board Meeting Date: 6/4/2019

**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 the Agreement with Bruce Harris & Associates, Inc., for the Countywide GIS Parcel Fabric Construction

### **RECOMMENDATION:**

Adopt a resolution authorizing an amendment to the agreement with Bruce Harris & Associates, Inc., for the countywide GIS Parcel Fabric Construction, extending the term through December 31, 2020 and increasing the amount of the agreement by \$309,115, for a new not to exceed amount of \$2,391,345.

### **BACKGROUND:**

The Administration and Support Division provides the Assessor, County Clerk-Recorder, and Elections (ACRE) divisions with administrative, fiscal, and technological support. The Geographic Information Systems (GIS) Parcel Fabric Construction project is in alignment with the San Mateo County GIS Five Year Plan to move to the Environmental Systems Research Institute Local Government Information Model based platform. The newly constructed assessor parcel layer will be the foundation that other County departments and cities will use to build their new GIS layers.

ACRE conducted a Request for Proposals in June 2016 seeking vendors to construct the GIS records for approximately 230,000+ Assessor parcels within the County of San Mateo. Bruce Harris & Associates (BHA) was awarded based on price competitiveness and GIS industry expertise.

On June 27, 2017, this Board approved Resolution Number (No.). 075260, which authorized the agreement with Bruce Harris & Associates, Inc., for the countywide mapping of full cadastral data, from July 1, 2017 through December 31, 2019 in the amount of \$2,082,230.

On June 19, 2018, the Assessor-County Clerk-Recorder & Chief Elections Officer authorized Amendment No.1 to the agreement with Bruce Harris & Associates, Inc. to change the payment fee schedule and terms.

ACRE requests that this Board authorize Amendment No. 2 to extend the term through December

31, 2020, and increase the agreement amount by \$309,115 to \$2,391,345 due to the extension of the pilot program from 4 to 10 months and necessary adjustments to the mapping system discovered in the pilot phase.

**DISCUSSION:**

Amendment No. 2 extends the terms and provides additional funding for the following:

1. Pilot Area Realignment: Due to some issue in the aerial imagery provided by ACRE at the time of the pilot area construction, the pilot area needs to be re-aligned to match the updated countywide aerial imagery.
2. Pilot Project Extension: The pilot project needs to be extended from 4 to 10 months to ensure that the construction methodologies meet the newly specified accuracy requirements, as well as the California Board of Equalization 215 standards for assessor maps, and to enhance the raw data delivery to meet ACRE User Acceptance Testing requirements.
3. Condominium Construction Pilot: Based on ACRE's request, BHA will conduct a pilot for the construction of condominiums using coordinate geometry to enable ACRE to make a decision regarding the CONDO construction methodology.
4. Enhanced Accuracy Requirements: From the outset of the countywide mapping of full cadastral data GIS project, ACRE anticipated that certain specifications would be finalized during the project's pilot phase. Upon completion of the pilot phase, the project scope will be modified to include significantly higher spatial and line accuracy for the constructed parcel fabric.

The above modifications are outlined in the attached Change Requests CR 01 through CR 04.

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

Approval of the amendment 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 GIS data that advances the technological capability, efficiency, speed, and convenience of vital government services.

**FISCAL IMPACT:**

The amendment will extend the term of this agreement from December 31, 2019 to December 31, 2020. Appropriations to cover the costs of this amendment are included in the Assessor-County Clerk -Recorder's FY 2018-19 Adopted Budget. There is no new net county cost.