



County of San Mateo

Inter-Departmental Correspondence

Department: ASSESSOR-COUNTY CLERK-
RECORDER-ELECTIONS
File #: 21-990

Board Meeting Date: 12/14/2021

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Mark Church, Assessor-County Clerk-Recorder & Chief Elections Officer
Subject: Amendment 3 to Agreement with AgreeYa Solutions, Inc. to Provide Quality Assurance Testing Services for the Assessor Property Assessment System (APAS)

RECOMMENDATION:

Adopt a resolution authorizing amendment 3 to the agreement with AgreeYa Solutions, Inc. for the services of Dipti Bhosale, extending the term by an additional nine months from January 01, 2022 to September 30, 2022 and increasing the amount by \$55,000 for a new not to exceed amount of \$315,048.

BACKGROUND:

At the core of the business operations of our Appraisal Services Division is a digital data management system which stores and processes data relating to the ownership, characteristics, and appraisal values of all taxable properties in the county. The Board of Supervisors (BOS) at its December 11, 2018 meeting approved the Assessor Property Assessment System (APAS / BOS Resolution #076320) Project to replace the Assessor's legacy system. On April 07, 2020, the Board approved the amendment to the Agreement (Amendment 2) to incorporate the Data Cleansing and Conversion project (Resolution # 077335). On September 14, 2021, the Board approved the Amendment #5 to the Agreement to extend the APAS development project (Exhibit A, SOW #1, Resolution # 078374) timeline by an additional six months from January 01, 2022 to June 30, 2022.

The APAS Project Staffing Cost budget includes seven (7) contractors to fill project-specific technical roles as laid out in the APAS project documents. The expertise required of these contractors cannot be filled from the County's current IT staff and the positions will be eliminated at the end of the APAS project. The contractor positions are project-specific and will span 18-24 months as identified in the APAS project plan and approved budget. The positions will be onboarded and phased in and out over the life of the APAS development project.

DISCUSSION:

The APAS project is a multi-year system development project that requires a stable and experienced project team. Each team member will gain invaluable experience and knowledge about the Assessor

Department business requirements and operations and how they should be integrated into the APAS project. Therefore, it is important that the contractors hired for the APAS project possess specific skills and experience to fulfill the positions described in the APAS project and remain throughout the duration of the project.

The current contract with AgreeYa Solutions Inc. (Resolution #077608) ends on December 31, 2021. Assessor-County Clerk-Recorder-Elections (ACRE) Management is recommending the AgreeYa Solutions, Inc. contract be extended by 9 months to coincide with the Sapient APAS contract development 6-month extension from January 1, 2022 through June 30, 2022 and the APAS 90-day warranty period, and increase the Agreement amount by \$55,000 to a new not to exceed amount of \$315,048.

County Counsel 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 2021-22 Adopted Budget and will be included in future budgets. These costs will be fully funded by a transfer from Non-Departmental Services.