

**MEMORANDUM**  
**COUNTY OF PLACER**  
**ADMINISTRATIVE SERVICES DEPARTMENT**  
**PROCUREMENT SERVICES DIVISION**

**TO:** Honorable Board of Supervisors  
**FROM:** Jim Boggan, Purchasing Manager *JB*  
**DATE:** June 9, 2009  
**SUBJECT:** Approve the Renewal of a Sole-Source Maintenance Agreement with Megabyte Systems in the Amount of \$339,637.32 for Maintenance of the Property Tax System shared jointly by the Auditor, Assessor, and Treasurer-Tax Collector Departments

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**ACTION REQUESTED**

Approve the renewal of a sole source support agreement for the maintenance of the Property Tax System with Megabyte Systems of Rocklin for the period July 1, 2009 through June 30, 2010, and authorize the Purchasing Manager to sign the Blanket Purchase Order and related contract documents in the amount of \$339,637.32.

**BACKGROUND**

Since July 1995 the County has contracted with Megabyte Systems to provide software maintenance for the Property Tax System application, database and server operating system. The contract also provides maintenance services for the server, and includes web access, the application license, application upgrades and State of California mandated property tax changes within the application. This system is shared jointly by the Auditor, Assessor, and Tax Collector departments to manage the property taxes, billings, and payments.

The current agreement with Megabyte will expire June 30, 2009. Administrative Services' IT Division is responsible for managing the Property Tax System, and has requested that the agreement be renewed for another one-year period. Megabyte has provided a quote for the upcoming support period in the amount of \$339,637.32, which is the same as the current price. In previous years, the vendor has requested increases of 5% or more.

Megabyte is the software licensor and the only vendor authorized to provide the necessary support for this system, meeting the definition of sole source in the Purchasing Policy Manual, Section 1.3(l). Section 1.3(i) of the Purchasing Policy Manual also exempts software and software support from competitive bidding.

**FISCAL IMPACT**

Administrative Services has budgeted sufficiently for this expense. The department's Fiscal Impact Statement is attached.

Attachment: Fiscal Impact Statement

cc: Clark Moots, Director of Administrative Services  
Kristen Spears, Assessor  
Kathy Martinis, Auditor-Controller  
Jenine Windeshausen, Treasurer-Tax Collector

MEMORANDUM

Department of Administrative Services  
County of Placer

TO: Honorable Board of Supervisors

DATE: March 3, 2009

FROM: Clark Moots, Director

SUBJECT: Fiscal Impact Statement – Maintenance of Property Tax System

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Sufficient funding has been budgeted in the amount of \$339,637.32 in the fiscal year 2009-2010 Administrative Services budget for the Assessor's Megabyte system maintenance.