



MEMORANDUM
PROCUREMENT SERVICES DIVISION
County of Placer

TO: Honorable Board of Supervisors **DATE:** October 25, 2022
FROM: Jane Christenson, Acting County Executive Officer
BY: Brett Wood, Purchasing Manager
SUBJECT: Amend Contract for Assessment Workflow Software – Just Appraised Inc.

ACTION REQUESTED

Approve an amendment to a contract with Just Appraised Inc. of San Francisco, CA for assessment workflow software to add Single Sign On service in the amount of \$20,000 for a new total of \$171,500.

Authorize the Purchasing Manager to sign all required documents.

BACKGROUND

On December 14, 2021 your Board approved the award of a contract to Just Appraised Inc. in the total amount of \$151,500 for the purchase of assessment workflow software for use by the Assessor's Office. The Just Appraised software is intended to enable staff to process change of ownership transactions more timely. It is hosted by the vendor and is accessed by staff via the vendor's website.

The software currently requires users to access it by using a unique login ID and password. Placer County's preferred method of accessing web-based software platforms is to use a Single Sign On (SSO) method. This method provides access for users via the Okta dashboard on the County's secure network, and validates the user's network credentials in order to grant access to the web-based application. SSO provides streamlined access without requiring a separate login ID. It is also more secure.

There is a one-time cost of \$20,000 to add the SSO function to the Just Appraised platform and configure it to be compatible with the County's Okta dashboard. There is no charge for ongoing support for this function.

Therefore, your Board's approval is requested to increase the contract with Just Appraised to add this SSO function in the amount of \$20,000 for a new total of \$171,500.

FISCAL IMPACT

The total revised cost of this contract is \$171,500. The additional \$20,000 for this amendment is included in the FY2022-23 budget for CC03001 – Assessor.

ATTACHMENTS

None

