

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

TO: Honorable Board of Supervisors
FROM: Jim Boggan, Purchasing Manager *JB*
DATE: June 24, 2008
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

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, 2008 through June 30, 2009, and authorize the Purchasing Manager to sign the 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, 2008. Administrative Services' IT Division, who is responsible for administration of the hardware and software, has requested that the agreement be renewed for another one-year period. Megabyte has provided a quote for the upcoming support period of \$339,637.32, which is approximately 3% higher than last year. This increase in commensurate with the increase in the Consumer Price Index for the same period.

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' IT Division has budgeted sufficient funds for this expense; their Fiscal Impact Statement is attached.

cc: Clark Moots, Director Administrative Services
Bruce Dear, Assessor
Kathy Martinis, Auditor-Controller
Jenine Windeshausen, Treasurer-Tax Collector

ATTACHMENT

MEMORANDUM

Department of Administrative Services
County of Placer

TO: Honorable Board of Supervisors

DATE: June 5, 2008

FROM: Clark Moots, Director



SUBJECT: Fiscal Impact Statement – Maintenance of Property Tax System

Sufficient funding has been budgeted in the amount of \$339,637.32 in the fiscal year 2008-2009 Administrative Services budget for the Property Tax Megabyte system maintenance.