



MARIPOSA COUNTY

Administration • 966-3222



RESOLUTION - ACTION REQUESTED 2021-125

MEETING: March 9, 2021
TO: The Board of Supervisors
FROM: Dallin Kimble, County Administrative Officer
RE: Land Management Software RFP

RECOMMENDATION AND JUSTIFICATION:

Authorize the Request for Proposals (RFP) for a Development Services Land Management Software System.

Mariposa County has utilized a DOS-based AS400 Enterprise Resource Planning (ERP) software, also referred to as HTE. The software has 38-year history and is rapidly reaching the end of its life. There are many challenges associated with the current ERP (HTE) system. County Development Services utilizes the HTE system for many essential tasks, especially for permitting processes. Information cannot be retrieved in a format that can be easily analyzed. Significant staff time is spent translating the AS400 ERP data into reports, doing data analysis and data entry. There is also much that the current system cannot handle, and County staff are required to maintain extensive spreadsheets, paper files, side systems, and workarounds to complete essential tasks. Also, due to its age, new technologically savvy County employees struggle to adapt to a DOS-based program.

The County responded by procuring and implementing a modern ERP and property tax software. This was done through a professional services contract with the Government Finance Officers Association (GFOA). At that time, the ERP purchase process bifurcated the land management software functions from the ERP scope due to the extensive scope that would have resulted by including both in the process. It was viewed as too wide a range of needs and complexities of the ERP software for both the County enterprise (budget, tax, Human Resources, etc.) functions and land management functions. GFOA noted that there would be a need for modern land management software for the County's Development Services Departments that would provide permitting, land management, inspection, code compliance, reporting, and query tools. With this in mind, staff prepared for the next step to procure the land management software, since the ERP enterprise software was purchased and implementation is underway. The Assessor-Recorder's Office has purchased an assessor parcel management software known as Megabyte, which replaces some functions of the current HTE system. This is a critical push factor as well for moving forward with land management software, because adequate software is integral to the development services primary functions such as permitting.

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County Staff met with affected departments, developed a list of software requirements and drafted an RFP. Staff also researched pricing for such software and found a wide range in cost, from \$30,000-\$500,000 initial implementation costs and \$7,000-\$75,000 annual upkeep costs.

Keeping the need and costs of such software in mind, the County applied for and received a Local Early Action Planning (LEAP) Grant for \$65,000 to assist in the initial purchase of the land management software system. Staff is now requesting Board authorization to advertise the attached RFP for the Land Management Software System.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

On November 13th, 2018 the Board adopted Resolution 2018-545 approving an RFP for ERP software to replace HTE, AS400.

On February 19, 2019 the Board adopted Resolution 2019-99 approving an agreement with GFOA to provide consulting services on the Enterprise Resource Planning (ERP) system business process improvement discussion, requirement setting, system selection and vendor contracting process.

On October 8th, 2019 the Board approved an agreement with Megabyte Inc. for the use of their Property Tax software system.

On January 26, 2021 the Board adopted Resolution 2021-38 authorizing County to submit an LEAP application for \$65,000 in over the counter funding for Development Services Land Management Software.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not authorize staff to advertise the RFP. Staff will need additional direction on how to proceed.

ATTACHMENTS:

Land Management and Permitting Software RFP Final (PDF)

Land Management and Permitting RFP Attachments D9-D12 (PDF)

Software Vendor Examples (PDF)

RESULT: ADOPTED [4 TO 0]

MOVER: Rosemarie Smallcombe, District I Supervisor

SECONDER: Miles Menetrey, District V Supervisor

AYES: Rosemarie Smallcombe, Marshall Long, Wayne Forsythe, Miles Menetrey

ABSTAIN: Tom Sweeney