



MENDOCINO COUNTY MEMORANDUM

CHIEF EXECUTIVE OFFICE - INFORMATION SERVICES DIVISION

DATE: August 25, 2021
TO: Honorable Board of Supervisors
FROM: Steve Dunncliff, Deputy CEO
RE: First Amendment to PA Agreement 21-132 with ClientFirst

Previous Board Actions

In June 2013, the Board adopted the 2013-2017 County of Mendocino Capital Improvement Plan (CIP)/Facility Needs Assessment which includes the replacement of the County's County-Wide Property Tax Software System. On June 9, 2015, the Board of Supervisors approved an agreement with Thomson Reuters/Aumentum in the Amount of \$1,701,429 for the Acquisition of County-Wide Property Tax Software System. On March 21, 2017, the Board of Supervisors approved the first amendment to agreement 15-056 with Thomson Reuters/Aumentum in the Amount of \$83,240 for the addition of the cannabis related tax and licensing collection program. On October 6, 2020, the Board of Supervisors approved the second amendment to agreement 15-056 with Thomson Reuters/Aumentum in the amount of \$693,864 for the addition of the public access portal. On May 4, 2021, the Board of Supervisors approved the third amendment to agreement 15-056 with Thomson Reuters/Aumentum in the amount of \$12,000 for a custom online payment integration to the county's payment vendor for online tax bill payments and a breakout of the go-live approval into two stages to reflect the phased go-live of the public access functionalities. On June 22, 2021, the Board of Supervisors approved the fourth amendment to Agreement 15-056 with Thomson Reuters/Aumentum in the amount of \$74,000 for a letter of authorization for the addition of 400 hours of professional consulting services. In November 2018 the Board of Supervisors approved the Information Technology (IT) Master Plan. Regular updates regarding IT Master Plan projects have been provided to the Board via the Quarterly Budget.

Summary of Request

In June 2013, the Board of Supervisors adopted the 2013-2017 County of Mendocino Capital Improvement Plan (CIP) which included the replacement of the County's County-Wide Property Tax Software System. In June 2015, the Board of Supervisors approved BOS agreement no. 15-056 for the Acquisition of County-Wide Property Tax Software System and have approved several amendments identified in the attached staff report. ClientFirst has been providing the County with third party project management consulting services to assist the County with the Aumentum Property Tax Software System project implementation due to the resources required. The County went live with the Aumentum Property Tax System in February 2021. The County has identified an additional need for project management consulting services to assist with post go-live activities as implantation of additional modules continue. PA agreement no. 21-132 with ClientFirst only covered services through June 30, 2021. Since ClientFirst has extensive knowledge of this project and has already worked with both vendor representatives and Stakeholder departments, it is recommended that the Board of Supervisors approve the retroactive first amendment to PA agreement no. 21-132 with ClientFirst Consulting Group, LLC, DBA, ClientFirst Technology Consulting in the amount of \$111,500 for a new total of \$161,460.

Recommended Action/Motion:

Approve retroactive first amendment to PA agreement no. 21-132 with ClientFirst Consulting Group, LLC, DBA, ClientFirst Technology Consulting in the amount of \$111,500 for a new total of \$161,460 to provide services related to post go-live activities for the County-Wide property tax software system, through a new end date of June 30, 2022 (Original End Date June 30, 2021); and authorize the Chair to sign same.