



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 6/12/2012

Agenda Placement: 7M

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Gjestvang, Jon - Chief Information Officer
Information Technology Services

REPORT BY: Maiko Klieman, STAFF SERVICES MANAGER - 707-259-8665

SUBJECT: Amendment No. 12 to Agreement No. 4334 with Megabyte Systems, Inc.

RECOMMENDATION

Chief Information Officer requests approval of and authorization for the Chairman to sign Amendment No. 12 to Agreement No. 4334 with Megabyte Systems, Inc. extending the term through June 30, 2013, with an automatic renewal at the end of each fiscal year, and increasing the annual amount by \$7,469 for a new annual maximum of \$290,424 for the maintenance and support services of the MPTS 2010+ Property Tax Systems.

EXECUTIVE SUMMARY

Megabyte Systems, Inc. provides software support services required for the maintenance of the Megabyte MPTS 2010+ Property Tax System. The total maintenance cost for Fiscal Year 2012-13 is \$290,423.89, which includes an additional \$750 per year for "Web Bill Print" for the Treasurer-Tax Collector and an increase of 2.4% from the prior year cost based on San Francisco-Oakland-San Jose Consumer Price Index as permitted in the agreement.

The contract includes an automatic renewal clause, as long as no change is made to the agreement and if the annual rates only increase by the San Francisco-Oakland-San Jose Consumer Price Index released each year in June.

Megabyte is not a local vendor.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes

Where is it budgeted?	Ongoing maintenance is budgeted in Information Technology Services' (ITS) budget and is allocated to the three property tax departments: Assessor, Treasurer-Tax Collector and Auditor-Controller.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The Napa County's Assessor, Treasurer-Tax Collector and Auditor-Controller offices use this system to perform their daily property tax functions electronically.
Is the general fund affected?	Yes
Future fiscal impact:	Ongoing maintenance will continue to be budgeted in the ITS Cost Allocation. Future rates may increase based on the San Francisco-Oakland-San Jose Consumer Price Index.
Consequences if not approved:	The property system would not be properly maintained. Napa County's Assessor, Treasurer-Tax Collector and Auditor-Controller offices depend on the system to perform their daily property tax functions electronically.
Additional Information:	

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Megabyte Systems, Inc. provides software support services required for the maintenance of the Megabyte MPTS 2010+ Property Tax System. This system was originally established in 1987 and upgraded to a client server platform in 2000 for Napa County's Assessor, Tax Collector and Auditor-Controller offices. The Agreement No. 4334 has been amended 11 times to adjust the rates and also to add functionality (In 2001, maintenance for Intranet and Internet added; In 2004, support for SQL database added; In 2008, support for online business property filing software added; In 2011, support for an upgraded system environment added). The total maintenance cost for Fiscal Year 2012-13 is \$290,423.89, which includes an additional \$750 per year for "Web Bill Print" for the Treasurer-Tax Collector and is an increase of 2.4% based on San Francisco-Oakland-San Jose Consumer Price Index as permitted in the agreement. "Web Bill Print" allows property owners to search, view and print their tax bills on their own through the County website without having to go through County staff.

The contract includes an automatic renewal clause, as long as no change is made to the agreement and if the annual rates only increase by the San Francisco-Oakland-San Jose Consumer Price Index released each year in June.

Megabyte is not a local vendor. Megabyte currently provides integrated property system support to 21 counties throughout California. The system is designed specifically to meet California property tax requirements and provides a comprehensive integrated system encompassing Assessor, Auditor and Tax Collector.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi