



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

ITEM DATE: October 12, 2021	ITEM TIME: 1:00
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FROM:	Gary Peterson
TODAY'S DATE:	October 4, 2021
AGENDA TITLE:	Assessor's Office Spatialist Software Purchase Approval
CHECK ONE THAT APPLIES TO YOUR ITEM:	
<input checked="" type="checkbox"/> X ACTION ITEM	
<input type="checkbox"/> DIRECTION	
<input type="checkbox"/> INFORMATION	
I. DESCRIBE THE REQUEST OR ISSUE:	
Request the Board of County Commissioners approve the purchase of the Spatialist Software and Annual Maintenance for either three modules specific to the Assessor's Office and the option of adding the 4 th module (Community) as the County's central hub of public information for Planning, Building, Elections activity as well as other county business/activities related to property.	
II. RECOMMENDED ACTION (<i>motion</i>):	
Motion by the Board of County Commissioners to approve the purchase of either three or four modules.	
III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):	
PROPOSED REVENUE (<i>if applicable</i>):	
CURRENT BUDGETED AMOUNT: \$12,500	
PROPOSED EXPENDITURE: On all 4 modules: \$42,000 yr. one, subsequent years at \$34,000. Annual Maintenance of existing software to be retired = \$11,860. On only the 3 Appraisal specific modules: \$34,000 yr. one, subsequent years at \$26,000. Annual Maintenance of existing software to be retired = \$11,860 – net annual costs ~\$14,000 for the Assessor specific modules.	
FUNDING SOURCE: GF IT ASSESSOR	
SUPPLEMENTAL BUDGET NEEDED: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):	
None	



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V. BACKGROUND INFORMATION:

The Routt County Assessor received a quote for Spatialist Inc. for software and maintenance services for a period of three years. This is a specialized software that will provide efficiency to the Assessor's Office staff.

The initial first year expense is \$42,000 per the March contract attached (pg.29); this is on all four modules and includes a one-time implementation cost of \$8,000 with a \$5,000 credit on the 4th module (Community), and off-site training services comped. Annual license fee of the four modules is \$34,000. For the 3 Assessor specific modules only, the one-time implementation cost is the same at \$8,000 as the \$5,000 credit on the 4th module (Community) is not taken, off-site training services are still comped. Annual license fee of the three modules is \$26,000; \$8,000 less without the Community module. Current software retired by end of 2022 = \$11,860 (before annual increases) for a net annual operating cost of \$14,140.

The Routt County Attorney has reviewed and approved the Spatialest contract in its March 2021 form. The Spatialest representative will honor the March pricing and resend a revised contract with new dates upon BCC approval of either the 3 or 4 modules being approved.

Due to the uniqueness of this software offered by Spatialist, the sole source purchase is justified by the benefit and best interest of both the County and Community.

VI. LEGAL ISSUES:

None

VII. CONFLICTS OR ENVIRONMENTAL ISSUES:

None

VIII. SUMMARY AND OTHER OPTIONS:

Recommend the Board of County Commissioners approve the purchase, the Chair to sign the Spatialest Master Software and Maintenance Services Agreement and authorize the County Manager to electronically sign the purchase order to Spatialist Inc. based on the modules approved.

IX. LIST OF ATTACHMENTS:

1. Spatialest Product (Modules) Description – page from Contract
 2. Assessor's I.T. Pool and Operations Budget Items – 2021 screenshot. Includes information on Supplementals needed based on BCC approvals, and software retirement info.
 3. Spatialest Master Software and Maintenance Services Agreement dated March 2, 2021 (reference only – updated contract to be generated upon approvals) **for all four modules.**
 4. Spatialest Master Software and Maintenance Services Agreement dated June 1, 2021 (reference only – updated contract to be generated upon approvals) **for the three assessor specific modules.**
- Items 3 & 4 sent separate for BCC review

A. Product Description

Item	Description
1	AppraisalEst AppraisalEst uses comparable sales information, property characteristics, and location to produce estimates of value. It combines statistical analysis within the power of a map interface enabling both novice and advanced users to generate high quality accurate appraisal analysis.
2	Comper Comper is a revolutionary online Comparable Sales selector. Comper helps validate or present assessment information, assists with appeal management and improves accessing or disseminating property information. The associated Comp Grid allows the appraisers to adjust the comps and generate a value.
3	Property Portal Property Record Card consolidates your entire parcel and property details in a single place offering 'one stop shop' access for staff and citizens alike. Any data can be included to provide one source of reliable information. Deeds, Permits, Sales, Ownership and more all in one place.
4	Community Community is a dashboard of information designed to enhance civic engagement and empower citizens. Community Shares, Engages, Empowers, Analyzes & Visualizes information and offers improved decision making.

