



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

ITEM DATE: October 26, 2021	ITEM TIME:
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FROM:	J. Kennedy/G. Peterson
TODAY'S DATE:	October 15, 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, the Chair to sign the Spatialist Master Software and Maintenance Services Agreement and authorize the County Manager to electronically sign the purchase order to Spatialist Inc. in the amount of \$42,000 in 2021, and \$36,000 per years 2 and 3 for a total of \$116,000.	
II. RECOMMENDED ACTION (motion):	
Motion by the Board of County Commissioners to approve the purchase, the Chair to sign the Spatialist Master Software and Maintenance Services Agreement and authorize the County Manager to electronically sign the purchase order to Spatialist Inc. in the amount of \$42,000 in 2021, and \$36,000 per years 2 and 3 for a total of \$116,000.	
III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):	
PROPOSED REVENUE (if applicable):	
CURRENT BUDGETED AMOUNT: \$54,760	
PROPOSED EXPENDITURE: \$42,000	
FUNDING SOURCE: GF IT ASSESSOR 10121133 701080	
SUPPLEMENTAL BUDGET NEEDED: YES <input type="checkbox"/> NO <input checked="" 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 to include 4 modules for a period of three years. This is a specialized software that will provide efficiency to the Assessor's Office staff.

The initial year expense is \$42,000 to include implementation and training services, with year 2 and 3 expense of \$36,000 each. However, in year 2, the current software expense of \$19,000 in use will be retired, The Routt County Attorney has reviewed and approved the agreement, and the concurrent, making the net change for the budgeted expense \$17,000 per year.

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 Spatialist Master Software and Maintenance Services Agreement and authorize the County Manager to electronically sign the purchase order to Spatialist Inc. in the amount of \$42,000 in 2021, and \$36,000 per years 2 and 3 for a total of \$116,000.

IX. LIST OF ATTACHMENTS:

Spatialist Master Software and Maintenance Services Agreement