



Board Agenda Item 28

DATE: January 8, 2019

TO: Board of Supervisors

SUBMITTED BY: Oscar J. Garcia, CPA
Auditor-Controller/Treasurer-Tax Collector

SUBJECT: Amendment 1 to Agreement with RT Lawrence, Inc. for Software, Licensing, and Support of Remittance Processing System.

RECOMMENDED ACTION(S):

Approve and authorize the Chairman to execute Amendment 1 to Agreement #16-205 with RT Lawrence, Inc., for remittance processing services, adding compatibility conversion services related to the new property tax system, effective January 8, 2019 with no change in term to May 23, 2021 and increasing the maximum by \$73,460 to a total of \$273,841.

The Department processes checks received electronically with a custodial bank and electronically post receipt of these payments to various County systems such as the property tax system and financial system. Approval of the recommended action will amend the agreement with RT Lawrence to add compatibility conversion services related to the new property tax system with no increase in Net County Cost.

ALTERNATIVE ACTION(S):

Should your Board not approve the recommended action, the Auditor Controller/Treasurer-Tax Collector's remittance processing system would not be able to communicate with the new property tax system.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the approval of the recommended action. The cost of Amendment 1 increases the existing Agreement by \$73,460 for a new contract maximum of \$273,841. The cost of the system upgrade and enhancements is offset by funds derived from the Treasurer Data Processing Direct fund. Sufficient appropriations are included in the Department's FY 2018-19 Adopted Budget Org 04100400.

DISCUSSION:

On May 24, 2016 your Board approved Agreement #16-205 with RT Lawrence, Inc. for software, licensing, and support of Remittance Processing System. The original agreement for remittance processing totaled \$200,382.

Amendment 1 reflects an increase of \$73,460 in the contract's maximum compensation to accommodate additional costs to interface RT Lawrence's software with the Department's new property tax system.

REFERENCE MATERIAL:

BAI #26, May 24, 2016

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Amendment 1 to Agreement

CAO ANALYST:

Debbie Paolinelli