

<b>BALDWIN COUNTY COMMISSION AGENDA ACTION FORM</b>	
<b>Meeting Type:</b>	Baldwin County Commission – Regular
<b>Meeting Date:</b>	12/06/2016
<b>Placement of Item on the Agenda:</b>	CONSENT AGENDA: - ELECTED OFFICIALS
<b>Item Status:</b>	New
<b>Submitted By:</b>	Susan B. Hill
<b>From:</b>	Revenue Commissioner Faust Walt Lindsey, Chief Appraiser Susan Hill, Chief Administrative Assistant
<b>ITEM TITLE</b>	
Software License and Related Professional Services Agreement between Baldwin County Commission and Data Cloud Solutions, LLC - MobileAssessor	
<b>STAFF RECOMMENDATION</b>	
<p>Approve the Software License and Related Professional Services Agreement between the Baldwin County Commission and Data Cloud Solutions, LLC, to provide the Baldwin County Revenue Commission with MobileAssessor, a mobile data collection system that will greatly optimize field appraisers' workflow. The term of this Agreement shall commence on June 1, 2017, and expire on January 1, 2020, and shall adhere to the following schedule:</p> <p><u>Implementation:</u> April 1, 2017-July 31, 2017  <u>Delivery of software and training:</u> beginning on or before August 1, 2017; unless a later date is preapproved by Commission  <u>Hosting, maintenance and support:</u> June 1, 2017-January 1, 2020</p>	
<b>BACKGROUND INFORMATION</b>	
<b>Previous Commission Action/Background Information:</b>	No
<p>The MobileAssessor program was developed by Data Cloud Solutions, LLC, and provides an increase in efficiencies for the data collection by the Revenue Commission's field appraiser team. This program is integrated to, and customized for, our existing Computer Assisted Mass Appraisal system, Delta Computer Systems. The program will allow our field appraisers to go to the field with an iPad tablet that will contain the specific information for up to 300 parcels of property that require a field inspection. Once that work is completed, new assignments will</p>	

then be loaded into the tablet. This will eliminate the labor intensive and time consuming printing of maps, pulling relevant Property Record Cards, arranging them in driving order, attaching “change” orders to be entered into the system back at the office and labeling, logging and attaching all photographs to their respective parcels.

The program will provide automatic and dynamic routing of the appraiser in order to minimize driving time and maximize productive time in the data collection phase of our work.

The PhotoBase module automatically uploads, synchronizes and associates the new photography with the correct parcel.

The Quality Control module is an integrated product that allows for live quality control of data changes by supervisors in the office. It also has an administrative alert system for both employee safety, communication and instant rerouting when necessary.

<b>FINANCIAL IMPACT</b>	
<b>Does the recommendation have a financial impact?</b>	Yes
<b>Total cost of recommendation?</b>	\$93,225.00
<b>Are there funds budgeted for this recommendation?</b>	Yes
<b>Budget line item(s) to be used:</b>	51810.5235
<b>Balance remaining in the line item after recommended expenditure:</b>	
<b>Does the recommendation create a need for continued funding which is not included in the current budget?</b>	Yes
<b>How will this funding requirement be met in the future?</b>	Software Maintenance of \$30,050 for years 2018 & 2019.
<b>LEGAL IMPACT</b>	
<b>Are there any legal documents required to be executed if this recommendation is approved?</b>	Yes
<b>Does this documentation require County Attorney’s review and approval?</b>	Yes
<b>Has the documentation been reviewed and approved by the County Attorney?</b>	Yes
<b>Is this routine documentation reviewed and approved by Department Head?</b>	Yes
<b>Has the documentation been reviewed and approved by the Department Head?</b>	Yes
<b>ADVERTISING REQUIREMENTS</b>	
<b>Is advertising required for this recommendation?</b>	No
<b>CONSISTENCY WITH B.C. STRATEGIC PLAN - 2006-2016</b>	
<b>Is the recommendation applicable to the goals set forth</b>	Yes

<b>in the Strategic Plan?</b>	
<b>POLICY IMPACT</b>	
<b>Is the recommendation consistent with Commission Policy?</b>	Yes
<b>PERSONNEL IMPACT</b>	
<b>Does the recommendation have personnel impact?</b>	No
<b>IMPLEMENTATION</b>	
<b>Is implementation for this item time sensitive?</b>	Yes
<b>Required Action and Time Line for Implementation:</b>	
<b>Department(s)/Individual(s) responsible for follow up activities and specific actions required:</b>	<p>Administration:</p> <p>Get the Agreement fully executed and send to:</p> <p>DataCloud Solutions, LLC          Post Office Box 2194          Springfield, Ohio 45501</p>
<b>ATTACHMENTS</b>	
<p>1. Mobile Assessor SoleSourceLetter_2016cr.pdf          2. PO16-803B2(BaldwinAL).pdf          3. DCS Software Agreement Baldwin County.pdf</p>	
<b>APPROVALS</b>	
<b>Budget</b>	Christie Davis 11/29/2016 2:38:37 PM
<b>Personnel</b>	
<b>Administration</b>	Keri Green 11/30/2016 9:36:35 AM
<b>Chairman and County Administrator</b>	Chris Elliott 11/30/2016 2:58:34 PM