File #: 21-4014, **Version:** 1

Vote on a recommendation from the Chatham County Tax Department to award the property tax software contract to DEVNET Incorporated for $554,870.20 over a five-year period and authorize the County Manager to negotiate and execute all contracts and agreements.

Action Requested: Vote on a recommendation from the Chatham County Tax Department to award the property tax software contract to DEVNET Incorporated for $554,870.20 over a five-year period and authorize the County Manager to negotiate and execute all contracts and agreements.

Introduction & Background: As a part of the capital improvements budget, the Tax Department seeks to replace the county's property tax software.

The current tax software is based on outdated programming languages (COBOL, RPG) and runs on an AS400 platform; therefore, the availability of support and maintenance programmers is very limited. The current software lacks operating, and technology efficiencies offered through newer systems, for example, the capability to assess property based on the income approach, create letters that appear authentic, improve workflows, and create data tracking dashboards. It is difficult to create queries in the current system which are essential in responding to public record requests, providing information as it relates to the departmental and County's budget, and reporting information to the state. The technology used in the current tax office software is difficult for employees to learn as there is not a user manual to reference.

Discussion & Analysis: Staff developed a Request for Proposal (RFP) for a Property Tax Software Solution. Staff followed procurement procedures for the release of the Request for Proposals on April 15, 2021. A total of 7 proposals were received by the May 13, 2021, deadline.

Using the criteria and instructions outlined in the RFP, the proposals were reviewed and scored by the selection committee consisting of staff from the Tax Department. The Tax Department staff, and MIS Department viewed demonstrations with three software companies on June 29th, 2021, on July 16th, 2021, and on July 23rd, 2021.

References for each company were contracted and the Selection Committee evaluated and scored each proposal on August 27, 2021, based on the criteria outlined in the RFP to make the final recommendation to bring before the board. The Selection Committee unanimously recommended to award the Property Tax Software Solution to DEVNET Incorporated. Tax Department staff believe that DEVNET has the best overall system that will afford the county opportunity to capitalize on efficiencies from the updated technology. The automated workflow procedures will minimize redundancy that currently occurs. DEVNET has converted two counties in NC that were on the same software that the Tax Department currently uses, and the estimated cost of the system is significantly less than other vendors.
The current estimate for DEVNET Incorporated for a five-year period is $554,870.20.

There will be an additional cost for contracting with an individual to assist with date mapping and representing the county Tax Department as project manager.

The total cost of this project should not exceed $650,000.

How does this relate to the Comprehensive Plan: N/A

Budgetary Impact: Current budget will support the services for the contract.

Recommendation: Motion to approve and award contract to DEVNET Incorporated and authorize the County Manager to execute all contracts and agreements.