



Department of Assessment and Taxation

Bronson W. Rueda
COUNTY ASSESSOR

October 3, 2024

BCC Agenda Date/Item: _____

Board of County Commissioners
Clackamas County

Approval of a Contract Amendment with Woolpert Inc. for Mobile Assessor licensing and a renewal of a Professional Services Agreement. Amendment Value is \$213,469.62 for 3 years. Total Contract Value is \$544,822.13 for 7 years. Funding is through County General Funds.

Table with 4 columns: Previous Board Action/Review, Performance Clackamas, Counsel Review, Procurement Review, Contact Person, Contact Phone. Contains details of contract approval and contact information.

EXECUTIVE SUMMARY:

This purpose of this contract amendment is a renewal of services provided by Woolpert Inc. This contract amendment helps address two of our issues in our Strategic Business plan. One, supplementing our aging legacy software with more modern software that converts some paper processes to electronic processes. Two, it helps us more efficiently capture property not included on the tax roll (omitted property).

This item directly aligns with the strategic priority "Build public trust through good government". In addition, this item indirectly aligns with the other County strategic priorities by our department successfully conducting our yearly business processes that ultimately collect the imposed property taxes that help fund all taxing districts' General Fund coffers.

RECOMMENDATION:

Staff respectfully recommends that the Board approve the Contract Amendment with Woolpert Inc.

Respectfully submitted,

Handwritten signature of Bronson W. Rueda

Bronson W. Rueda
Assessor

For Filing Use Only

**AMENDMENT #2
TO THE CONTRACT DOCUMENTS WITH Woolpert Inc,
Contract #3548**

This Amendment #2 is entered into between **Woolpert Inc.** (“Contractor”) and Clackamas County (“County”) and shall become part of the Contract documents entered into between both parties on **December 1, 2020** (“Contract”).

The Purpose of this Amendment #2 is to make the following changes to the Contract:

1. Section 1, Term is hereby amended as follows:

The Contract termination date is hereby changed from September 30, 2024, to **September 30, 2027**

2. Section 3, Scope of Services is hereby amended as follows:

Contractor shall provide County ten (10) additional Admin Console licenses.

Contractor shall also provide optional CAMA Cloud reconfiguration services upon County request. Consideration for reconfiguration services shall be billed at a flat rate in the amount of \$8,500.

Future additional Mobile Assessor license purchases as needed, will be billed at \$3,450 per license

In the event County requests either the optional CAMA Cloud reconfiguration services, or wishes to add additional Mobile Assessor licenses, the parties will execute an amendment to the Contract for those additional services or licenses.

3. Section 4, License and Professional Fees for Software and/or Hardware Services is hereby amended as follows:

In consideration for Contractor performing Work during the extended term of this Contract, and providing the additional services described in this Amendment #2, County shall pay Contractor as follows:

10 Additional Admin Console Licenses (one time, lump sum) \$5,000

Annual Maintenance Production Environment (including maintenance on existing system / licenses and the 10 additional Admin Console licenses):

October 31, 2024	\$62,212.05
October 31, 2025	\$64,389.47
October 31, 2026	\$66,643.10

Annual Maintenance Test Environment

October 31, 2024	\$5,075
October 31, 2025	\$5,075
October 31, 2026	\$5,075

The total Contract compensation during the extended terms of this Contract will not exceed \$213,469.62.

ORIGINAL CONTRACT	\$ 331,352.51
AMENDMENT #1	\$ Assignment
<u>AMENDMENT #2</u>	<u>\$ 213,469.62 +Time + Scope</u>

TOTAL AMENDED CONTRACT \$ 544,822.13

Except as expressly amended above, all other terms and conditions of the Contract shall remain in full force and effect. By signature below, the parties agree to this Amendment #2, effective upon the date of the last signature below.

Woolpert Inc

Daniel T.
Anderson

Digitally signed by Daniel
T. Anderson
Date: 2024.09.23
18:26:30 -04'00'

Authorized Signature Date

Daniel Anderson

Printed Name

Clackamas County

Signature Date

Name: _____

Title: Chair

Approved as to Form:

Andrew
Naylor

Digitally signed by
Andrew Naylor
Date: 2024.09.23
16:20:30 -07'00'

County Counsel Date