



**COUNTY OF SAN MATEO**  
**Inter-Departmental Correspondence**

Tax Collector/Treasurer

**DATE:** 05-22-2007  
**BOARD MEETING DATE:** 06-19-2007  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** Majority

**TO:** Honorable Board of Supervisors  
**FROM:** Lee Buffington, Tax Collector/Treasurer  
**SUBJECT:** Request for Approval of an Agreement with Independent Contractor, WorldScape, Inc., for Software Programming Services.

**RECOMMENDATION:**

Adopt a resolution authorizing the President of the Board of Supervisors to

- 1) Waive the Request for Proposal process; and
- 2) Execute an agreement with WorldScape, Inc. to provide software programming services from July 1, 2007 to June 30, 2010 in an amount not to exceed \$478,080.00

**VISION ALIGNMENT:**

**Commitment:** Ensuring responsive, effective and collaborative government by helping achieve the following goal:

**Goal:**

20. Government decisions are based on careful consideration of future impact, rather than temporary relief or immediate gain.

**Performance Measure(s):**

Measure	FY 2006-07 Actual	FY 2007-08 Projected
What/How Much We Do Percent of funds received that are processed and banked within 24 hrs.	99%	99%

**BACKGROUND:**

WorldScape, Inc. provides a senior software developer with experience in the programming languages (RPG/400, CL) and platform (IBM iSeries server) used by the Tax Collector's Office. The Tax Collector's Office first engaged WorldScape, Inc. in July 1999 to perform tax information system programming. The term of the last Agreement was from July 1, 2004 until June 30, 2007 in an amount not to exceed \$478,080.00. Since 1999, WorldScape has been instrumental in the construction and maintenance of the Tax Collector and Controller's tax collection, payment and management systems including the back-end processing for the web site as well as additional applications provided to San Mateo Medical Center and Revenue Services to improve payment processing and collections. This includes the Tax Collector's e-commerce web-site applications that allow taxpayers to pay on-line by credit card or by e-check (ACH transaction) for any combination of property taxes (current or delinquent). Most recently, WorldScape developed the back-end processing for an interactive browser based system that allows taxpayers to submit change of billing addresses to the Assessor and Tax Collector.

**DISCUSSION:**

Over the past eight years, WorldScape, Inc. has executed the development and maintenance of a significant portion of the current Tax Collector's and Controller's tax systems and has gained extensive knowledge of the Tax Collector's business. It is important that WorldScape provide continuity in the maintenance of current software and leverage their knowledge in the development of future software systems for the fiscal offices. For this reason, we believe a waiver of request for proposal process would be in the best interests of the County.

WorldScape, Inc.'s expertise will be vital to the maintenance of our Internet e-commerce applications as well as in the development of new applications to support the collection of property taxes, San Mateo Medical Center payments, the school districts, our newly added Revenue Services Department collections and other departments. WorldScape, Inc. has the knowledge base and tools required to accomplish these goals.

The Contractor has assured compliance with the County's Contractor Employee Jury Service Ordinance, as well as all other contract provisions that are required by County ordinance and administrative memoranda, including but not limited to insurance, hold harmless, non-discrimination and equal benefits.

ISD has reviewed and approved the information technology content of this Contract.

County Counsel has reviewed and approved this Contract as to form.

**FISCAL IMPACT:**

The appropriation for this contract has been included in the Tax Collector's FY 2007-08 Recommended Budget. This Contract amount remains the same as the last agreement at \$478,080.00 to cover the three year term of this Agreement. The Contractor's rate remains the same (\$80.00/hr.)