



Fulton County Board of Commissioners
Agenda Item Summary

14-0869

BOC Meeting Date
10/15/2014

Requesting Agency

Tax Assessor

Commission Districts Affected

All Districts

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval to award contract without competition – Tax Assessor, 14SS371964B, Aerial Property View in the amount of \$282,963 with Pictometry International (Rochester, NY) to provide aerial still photography of parcels located within Fulton County. Effective upon BOC approval.

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-384, after conducting a good faith review, and the Purchasing Department has determined that there is only one source available for the required supply, service, or construction item, the request shall be forwarded to the Board of Commissioners for approval.

Is this Item Goal Related? *(If yes, describe how this action meets the specific Board Focus Area or Goal)*

Yes Increase revenue for general fund.

Is this a purchasing item?

Yes

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

The Tax Assessor requests approval to award a contract without competition to provide aerial imagery services for Fulton County.

Pictometry International has developed a unique patented system, which is not available from any other aerial imagery company in the United States or Canada. No other patented technologies were found to produce geo-registered oblique imagery.

Pictometry International is the only vendor with all inclusive photography, mosaic and analysis package that can directly relate to previous photography currently in-house. The will enable staff to conduct the review of property from the office environment thereby making the field verification much more productive and cost effective.

Impact will be positive if procured and used for the 2015 Tax Digest. The negative impact will be the lack of the ability to compare changes from the previous year's photography and the lack of a visual tool for the appraisal staff to defend the values.

Pursuant to Purchasing Code Section 102-384, this request meets the following category permitted as basis for conditions allowing the award of a contract without competition:

(3) The existence of limited rights in data, patent rights, copyrights, or secret processes; or similar

Agency Director Approval

County Manager's Approval

Typed Name and Title

Felicia Strong-Whitaker, Interim Director

Phone

(404) 612-5800

Signature

Date

10/10/2014

PUC

Revised 03/12/09 (Previous versions are obsolete)

Continued

circumstances, make the supplies and services available from only one source.

Contract & Compliance Information	<i>(Provide Contractor and Subcontractor details.)</i>
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Not Applicable

Contractor Type	Contractor Status	Contractor Name	Address	City	State	Zip Code	Contact Name	Contact Phone	Contact Email	Upon Approval	Amount	Percentage	Prime/Contract Value
Prime	Pictometry International											100%	\$282,963

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Interim Director	Phone (404) 612-5800	
Signature	Date	

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Solicitation Information	NON-MFBE	MBE	FBE	TOTAL						
No. Bid Notices Sent:										
No. Bids Received:										
<table border="1"> <tr> <td>Total Contract Value</td> <td>.</td> </tr> <tr> <td>Total M/FBE Values</td> <td>.</td> </tr> <tr> <td>Total Prime Value</td> <td>.</td> </tr> </table>					Total Contract Value	.	Total M/FBE Values	.	Total Prime Value	.
Total Contract Value	.									
Total M/FBE Values	.									
Total Prime Value	.									
Fiscal Impact / Funding Source <i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i> Funds will be provided in the 2015 budget subject to approval of the Board of Commissioners.										
Exhibits Attached <i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i> Exhibit 1: Justification and Approval Form Exhibit 2: Contractor Performance Report										
Source of Additional Information <i>(Type Name, Title, Agency and Phone)</i> David Fitzgibbon, Chief Appraiser, Tax Assessor, (404) 612-6402										

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Interim Director	Phone (404) 612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

Continued

Procurement**Contract Attached:**
No**Previous Contracts:**
Yes**Solicitation Number:**
14SS371964B**Submitting Agency:**
Tax Assessor**Staff Contact:**
David W. Fitzgibbon,
Chief Appraiser**Contact Phone:**
404-612-402**Description:.****FINANCIAL SUMMARY****Total Contract Value:**

Original Approved Amount:

Previous Adjustments:

This Request: \$282,963.00

TOTAL: \$282,963.00

MBE/FBE Participation:

Amount: . %: .

Amount: . %: .

Amount: . %: .

Amount: . %: .

Grant Information Summary:

Amount Requested: .

Match Required: .

Start Date: .

End Date: .

Match Account \$: .

☐

Cash

☐

In-Kind

☐

Approval to Award

☐

Apply & Accept

Funding Line 1:100 240 2401 1160
(pending approval
2015 budget by BOC)**Funding Line 2:**

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Funding Line 3:

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Funding Line 4:

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KEY CONTRACT TERMS**Start Date:**

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End Date:

.

Cost Adjustment:

.

Renewal/Extension Terms:

.

ROUTING & APPROVALS

(Do not edit below this line)

X	Originating Department:	Fitzgibbon, David	Date: 10/6/2014
.	County Attorney:	.	Date: .
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 10/9/2014
X	Finance/Budget Analyst/Grants Admin:	Oshikoya, Hakeem	Date: 10/10/2014
.	Grants Management:	.	Date: .
.	County Manager:	.	Date: .



JUSTIFICATION AND APPROVAL FOR ALLOWING AWARD OF CONTRACT WITHOUT COMPETITION

(Section A must be completed by the User Department and then submitted to the Department of Purchasing & Contract Compliance)

SECTION A

Department: *Board of Assessors*

Department Contact: *David W Fitzgibbon*

Description of Supplies/Services: *Pictometry oblique imagery allows a 360 degree aerial view of property for the purposes of verifying data that cannot be seen from the street level. This product is parcel specific in that we can view the individual parcels or a group of parcels and discover missing structures and verify existing structures.*

Demonstration of Contractor's Unique Qualifications:

This contractor is the only vendor with all inclusive photography, mosaic and analysis package that can directly relate to previous photography currently in house. This enables the staff to conduct the review of property from the office environment thereby making the field verification much more productive and cost effective.

Contractor has installations in many taxing jurisdictions in the US and has demonstrated significant returns on investment in terms of additional revenue to the taxing jurisdictions.

This item was procured in the past and most recently was procured for the 2012 tax digest.

Impact will be positive if procured and used for the 2015 digest, negative impact will be the lack of the ability to compare changes from the previous year's photography and the lack of a visual tool for the appraisal staff to defend the values.

(Section B must be completed by the Department of Purchasing & Contract Compliance)

SECTION B

MARKET SURVEY

Results of Market Survey: *No responses*

Date Public Notice posted on website: *Monday, October 6, 2014*

Date Public Notice closed: *Friday, October 10, 2014*

REVIEW OF OFFER(S)

Were any offers received (Y/N): *No*

Number of offers received: *None*

Respondents: *N/A*

Date Offers submitted to User Department for review: *N/A*

User Department review and recommendation: *Recommends proceeding with sole source vendor.*

Purchasing Agent review and recommendation: *Purchasing is in agreement with the department's recommendation.*

CERTIFICATION

Having conducted a good faith review of source availability regarding the materials, goods and or services stipulated herein, subsequent to consultation with the County Manager and the recommendation of the User Department, it has been determined that there is only one source available for the required work, labor or service to be done or the supplies, materials, or equipment to be furnished, per the Fulton County Code of Ordinances §102-384, Award without competition.

I, Felicia Strong-Whitaker, Interim Purchasing Director, certify that the facts and representations under my cognizance which are included in this justification and its supporting documentation which form the basis for this justification are complete and accurate.

 _____
Felicia Strong-Whitaker
Interim Purchasing Director

 _____
Date

I, Patrick O'Connor, County Manager, certify that the facts and representations under my cognizance which are included in this justification and its supporting documentation which form the basis for this justification are complete and accurate.

 _____
Patrick O'Connor
County Manager

 _____
Date

**INTEROFFICE MEMORANDUM**

TO: Fulton County Board of Commissioners

THRU: Patrick O'Connor, Interim County Manager

FROM: David W Fitzgibbon, Chief Appraiser, Board of Assessors

DATE: October 10, 2014

SUBJECT: Sole Source Memo

I have thoroughly reviewed the proposals for the following projects and have also reviewed the projects in comparison with any other sources providing similar type services or software packages. While several other vendors offer some of the functions of the projects, I have found none that offer these packages with the complete set of requirements for our use. I am satisfied that these vendors offer unique and unmatched products and that the following should be considered sole source providers for the individual services proposed.

Pictometry aerial photography and oblique imagery

This product provides a 360° view of all property within Fulton County. This product is utilized by the staff to view properties from all angles in the review of improvements and defense of these values. The imagery allows us to compare improvements on the images to our CAMA records to help identify unreturned and unassessed property. We previously had this product but did not receive funding for 2014. Our staff used this product to add over \$700,000 in revenue to the general fund in tax year 2012. Without it, we have not been able to compare year to year changes without a door-to-door review, which is very labor intensive and time consuming. This tool is vital to the use of the following products.

ESRI Canada, Assessment Analysis Desk Top Review

This product is a unique program that allows us to compare our CAMA record to the aerial photography and programmatically identifies those properties where the building footprint differs from the CAMA sketch and record. This product will allow us to eliminate 80% of the "Boots on the ground" approach to discovery. The package identifies those properties; color codes the most important changes and allows for the data entry of any changes directly into our CAMA database; tracks any value changes and generates a work flow record for supervisors. The cost of this product is more than justified based on historical returns from other jurisdictions where it has been utilized. Fulton County should recognize an even greater return than historical due to the very long interval between the last door-to-door reviews.

Courthouse USA Mobile field application

This product allows for field review in real time through the use of tablet computers and software that allows real time changes and supervisor review. Through the use of this product in conjunction with the ESRI Canada product we feel our production time will be shortened significantly and thereby add more value to the tax digest in a more cost effective and efficient manner.

The approval of the above products will allow us to more effectively and efficiently identify and value improvements that are on site but not in our assessment records. *All of which will be new growth and not subject to the milage rollback provisions of Georgia law.*

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE				
CONTRACTORS PERFORMANCE REPORT PROFESSIONAL SERVICES				
Report Period Start	Report Period End		Contract Period Start	Contract Period End
1/1/2011	12/31/2013		1/1/2011	12/31/2013
PO Number				PO Date
Department	TAX ASSESSOR			
Bid Number				
Service Commodity				
Contractor	pictometry international			

0 = Unsatisfactory

Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.

1 = Poor

Achieves contract requirements 70% of the time. Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customers somewhat satisfied.

2 = Satisfactory

Achieves contract requirements 80% of the time; generally responsive, effective and/or efficient; delays are excusable and/or results in minor programs adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.

3 = Good

Achieves contract requirements 90% of the time. Usually responsive; effective and/or efficient; delays have not impact on programs/mission; key employees are highly competent and seldom require guidance; customers are highly satisfied.

4 = Excellent

Achieves contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal directions; customers expectations are exceeded.

1. Quality of Goods/Services (-Specification Compliance - Technical Excellence - Reports/Administration - Personnel Qualification)

- ☐ 0
☐ 1
☐ 2
☐ 3
☒ 4

Comments:

Outstanding quality of product and service.

2.

Timeliness of Performance (-Were Milestones Met Per Contract - Response Time (per agreement, if applicable) - Responsiveness to Direction/Change - On Time Completion Per Contract)

- ☐ 0
☐ 1
☐ 2
☐ 3
☒ 4

Comments:

All services and products delivered on or before scheduled time

3. Business Relations (-Responsiveness to Inquiries - Prompt Problem Notifications)

- ☐ 0
☐ 1
☐ 2
☐ 3
☒ 4

Comments:

Very responsive to inquiries and issues

4. Customer Satisfaction (-Met User Quality Expectations - Met Specification - Within Budget - Proper Invoicing - No Substitutions)

- ☐ 0

Comments:

<input type="radio"/> 1	exceeded expectatons
<input type="radio"/> 2	
<input type="radio"/> 3	
<input checked="" type="radio"/> 4	

5. Contractors Key Personnel (-Credentials/Experience Appropriate - Effective Supervision/Management - Available as Needed)

<input type="radio"/> 0	Comments:
<input type="radio"/> 1	All personnel very responsive and helpful
<input type="radio"/> 2	
<input type="radio"/> 3	
<input checked="" type="radio"/> 4	

Overall Performance Rating:	4.0		
Would you select/recommend this vendor again? (Check box for Yes. Leave Blank for No)		Rating completed by:	David.Fitzgibbon
<input checked="" type="radio"/> Yes <input type="radio"/> No			
Department Head Name	Department Head Signature		Date
			10/10/2014

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