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County Executive Office

Larry Parrish  
County Executive Officer

October 19, 2005

Honorable Board of Supervisors  
County of Riverside  
Robert T. Andersen Administrative Center  
4080 Lemon Street, 4th Floor  
Riverside, CA 92501-3651

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***SUBJECT: Recommendation Regarding Call Back on IT Positions***

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Board Members:

On September 27, 2005, as part of discussion of Agenda Item No. 3.11, the Board of Supervisors directed the Executive Office to return today with recommendations about restructuring the staffing of applications development for the property system. My staff subsequently met on this issue with management of the Information Technology department, Human Resources, and the Auditor-Controller's Office.

The Auditor-Controller's Office is actively engaged in recruiting for three positions approved by the Board in the budget to directly provide applications development for their portion of the property system. The intent of both the Auditor-Controller and the Assessor-County Clerk-Recorder is to integrate this function directly into their business environments. Both departments expect to improve internal collaboration between staff, increase performance and productivity, and reduce costs as a result of this restructuring. The Chief Information Officer issued notices to the applications developers within his office of this restructuring in an effort to allow them as much time as possible to prepare for the transition.

The Auditor-Controller's Office is following established County procedures for open and competitive recruitment, and hopes to fill these positions within the next few months. Once the Auditor-Controller's Office fills the positions, they plan to give Information Technology as much as sixty days notice of curtailment of the need for these services, during which

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time they plan a transition and knowledge transfer between teams, as necessary. The Assessor-County Clerk-Recorder's Office already completed a similar restructuring.

The Information Technology employees currently providing applications development support for the Auditor-Controller's portion of the property system provide valuable and necessary services to maintain the County property system. In addition, the Board engaged the County's external auditor to perform an audit of the tax apportionment process, and these employees' knowledge and experience of the system will be important to that effort.

For these reasons, it is important these employees continue in their current capacities through the transition period. Once the Auditor-Controller's Office completes their recruitment and hiring process, any potential need for placement of these employees will be clearer, and it will be more appropriate to address options and opportunities at that time. Meanwhile, as do all employees, these employees have available to them the resources and assistance of the Human Resources department.

For these reasons, I recommend deferring further discussion of the matter until the Auditor-Controller's Office concludes their hiring process.

Respectfully submitted,



LARRY PARRISH  
County Executive Officer

MINUTES OF THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



3.3

On motion of Supervisor Buster, seconded by Supervisor Wilson and duly carried, IT WAS ORDERED that the report from the Executive Office regarding the Job Placement for the individuals relating to the County Property Tax System Program, is continued to Tuesday, October 25, 2005.

Roll Call:

Ayes: Buster, Stone, Wilson and Ashley  
Nays: None  
Absent: Tavaglione

I hereby certify that the foregoing is a full true, and correct copy of an order made and entered on  
\_\_\_\_\_ October 18, 2005 \_\_\_\_\_ of Supervisors Minutes.

WITNESS my hand and the seal of the Board of Supervisors

Dated: October 18, 2005  
Nancy Romero, Clerk of the Board of Supervisors, in  
and for the County of Riverside, State of California.

(seal)

By: *Nancy Romero* Deputy

AGENDA NO.

3.3

xc: E.O., COB

853  
**SUBMITTAL TO THE BOARD OF SUPERVISORS  
 COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**SUBMITTAL DATE:**  
 September 15, 2005

**FROM:** Assessor-County Clerk-Recorder, Treasurer-Tax Collector,  
 Auditor-Controller

**SUBJECT:** Approve a sole source contract with Computer Ideas, Inc., for Consulting Services to support the County Property Tax System

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve amendments to the sole source contract for consulting and support services with Computer Ideas, Inc., in the amount of \$653,625; and,
2. Authorize the issuance of a Request for Proposals for mainframe consulting and support services.

**BACKGROUND:** The Property Departments have utilized the current agreement between Computer Ideas and Riverside County, which was established in 2000 and amended in 2001, to procure mainframe support services. Computer Ideas, Inc. has provided a high level of consulting and programmer analyst services to assist the Property Departments in meeting their business goals and objectives. Extending the current agreement through the conclusion of the current fiscal year would ensure the continuity of services and system up-time necessary for the County's main revenue source, the property tax system.

(continued - see page 2)

*Paul McDonnell*  
 Paul McDonnell  
 Treasurer-Tax Collector

*Robert Byrd*  
 Robert Byrd  
 Auditor-Controller

*Larry W. Ward*  
 Larry W. Ward  
 Assessor-County Clerk-Recorder

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 653,625	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2005-06

<b>SOURCE OF FUNDS:</b> Departmental Revenues	<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
	<b>Requires 4/5 Vote</b>	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:** APPROVE.

**County Executive Office Signature** *Dennis C. Hardin*

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Wilson, seconded by Supervisor Buster and duly carried, IT WAS ORDERED that the above matter is approved as recommended, with a report from the Executive Office on October 18, 2005 on job placement for the four individuals.

Ayes: Buster, Stone, Wilson and Ashley  
 Nays: None  
 Absent: Tavaglione  
 Date: September 27, 2005  
 xc: Co.Clerk, Purchasing, IT, HR, Co.Co., Treas. Auditor, E.O., COB

Nancy Romero  
 Clerk of the Board  
 By: *Cepri Lilles*  
 Deputy

Prev. Agn. Ref.: 3/21/2000 3.21  
 District: \_\_\_\_\_ Agenda Number: \_\_\_\_\_  
 4/24/2001 3.3

**ATTACHMENTS FILED  
 WITH THE CLERK OF THE BOARD**

FISCAL PROCEDURES APPROVED  
 DIR ROBERT E. BYRD, Auditor-Controller  
 Purchasing: *Mary Jo*  
 IT DEPT  
 Departmental Concurrence  
 BY *Robert Byrd* Deputy  
 SEP 15 2005  
 FORM APPROVED COUNTY COUNSEL  
 Dep't Recomm.:  Consent  Policy   
 Per Exec. Ofc.:  Consent  Policy

The property system is a highly complex environment which requires computer programmers and analysts to have expertise in COBOL programming coupled with extensive knowledge of Riverside County's property tax business practices. Maintenance, modifications and enhancements are continuously needed to the mainframe computer system in an effort to keep pace with the high volume of transactions occurring within the Property Departments.

Given that the current contractor already possesses the required knowledge and skills to perform the requested duties, the County Assessor, Treasurer-Tax Collector, and Auditor-Controller would like to extend Computer Ideas, Inc. services for one year starting July 1, 2005 through June 30, 2006. The extension of this contract will afford the Property Departments the flexibility needed to maintain the current service levels while ensuring proper resources are available for business continuity at a competitive rate.

Recognizing the need for an open procurement process, we are requesting that the one year amended agreement be extended in conjunction with the issuance of a request for proposals (RFP) for mainframe consulting and support services. It is anticipated that the RFP process will be concluded within the current fiscal year allowing the selected vendor to begin work under a new contract on July 1, 2006.

**FINANCIAL DATA:** The total contract amount for the Treasurer Tax-Collector will not exceed \$363,125 annually; the Assessor will not exceed \$145,250 annually; and the Auditor-Controller will not exceed \$145,250 annually. These amounts have been budgeted for FY 2005/06.

**PRICE REASONABLENESS:** Pricing from Computer Ideas was quoted as ranging between \$70 to \$95 per hour, dependent on classification of the person performing services. This compares favorably to rates quoted by other similar consultant vendors under a County contract award for similar services and classifications which were subject to formal competitive bid by County Purchasing. Based on this, the price is deemed to be fair and reasonable.