

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF THE COUNTY OF SAN BERNARDINO
AND RECORD OF ACTION**

June 23, 2020

FROM

TERRI RAHHAL, Director, Land Use Services Department

SUBJECT

Contract with Agiline Software, LLC, for Fire Hazard Abatement Software including Maintenance and Support

RECOMMENDATION(S)

Approve a **Contract No. 20-459** with Agiline Software, LLC, in an amount not to exceed \$307,732 for the purchase of a new fire hazard abatement solution including software and maintenance support, for the period of June 23, 2020, through June 22, 2025, with two one-year options to extend.

(Presenter: Jevin Kaye, Assistant Director, 387-4431)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

Operate in a Fiscally-Responsible and Business-Like Manner.

FINANCIAL IMPACT

Approval of this contract will not result in the use of additional Discretionary General Funding (Net County Cost). The total five year contract cost with Agiline Software, LLC (Agiline) consists of the software, implementation, training, first year of maintenance and support, and contingency, which will be paid in the first year of the contract, and four additional years of maintenance and support, which will be paid annually over the term of the contract. On June 11, 2020 (Item No. 106), Land Use Services Department (LUS) Code Enforcement Division's 2019-20 budget received \$255,000 in Discretionary General Funding for the Purchase of Fire Hazard Data Management Software for 2019-20, the future maintenance costs for 2020-21 and beyond will be included in future recommended budgets.

BACKGROUND INFORMATION

LUS's Fire Hazard Abatement (FHA) program is responsible for surveying over 500,000 properties throughout the County each year for potential fire hazards and compelling the owners to abate hazards such as overgrown vegetation and accumulated flammable debris. FHA conducts surveying in three seasons, each lasting 90 days. Properties located in the valley and desert regions are surveyed twice a year. Properties located in the mountain region are surveyed once a year. The results of surveying yield approximately 50,000 notices to property owners each season. FHA utilizes an aging Weed Abatement System (WAS) application to manage the surveying process and associated billing and notification activities.

On June 11, 2019 (Item No. 106), the Board of Supervisors (Board) approved LUS's Code Enforcement 2019-20 budget, which included funding for the purchase of a new software

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solution to replace the existing WAS application. The existing WAS application has a number of challenges due to its aging technology that has reached its end of life cycle and vendor support. The system does not allow for any new system functionality. It creates numerous billing, notification, and other fiscal errors, redundancies, and inaccuracies. Further, it is incapable of the needed scaling and functionality to meet the current digitally-demanding and ever-changing business requirements.

Approval of this contract will allow LUS to replace the existing WAS application with Agiline's CityView360 software solution to provide scalability and enhanced, fully-supported, and customizable software capabilities for the FHA program. In comparison to existing LUS data management programs, CityView360 will allow the FHA staff to manage cases parcel by parcel, in the manner typically expected of a case management software system. The CityView360 solution will increase operational efficiencies in the following areas: 1) Facilitate fire hazard violation notifications to property owners; 2) Accurately manage the billing and other fiscal functions such as payment and warrant tracking; 3) Provide accurate data management from multiple data sources; and 4) Allow ad-hoc system configuration changes to meet any new business needs.

The term of this contract may be extended by two additional one-year periods with approval of the Board and mutual agreement of the parties. This contract may be terminated for convenience by either party upon thirty (30) days written notice.

PROCUREMENT

This is a non-competitive contract due to the unique features of Agiline's CityView360 software solution built on a proprietary framework that allows for seamless integration with multiple data sources including LUS's existing software systems such as the ARC-GIS/Survey123 and Accela/EZOP (as applicable). Cityview360 provides improved data management and analysis that is adaptable and customizable with no additional coding required. LUS surveyed vendor solutions including Commercial Off-The-Shelf (COTS) applications and in-house development, all of which did not have the integration functionality as CityView360.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (John Tubbs II, Deputy County Counsel, 387-5455) on June 3, 2020; Purchasing (Bruce Cole, Supervising Buyer, 387-2148) on June 3, 2020; Finance (Kathleen Gonzalez, Administrative Analyst III, 387-5412) on June 3, 2020; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on June 9, 2020.

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Record of Action of the Board of Supervisors
County of San Bernardino

DEFERRED/APPROVED

Moved: Josie Gonzales Seconded: Janice Rutherford
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 23, 2020



cc: LUSD- Longo w/agree
Contractor-C/O LUSD w/agree
File- w/agree
la 06/23/2020