

Baker County

Addendum #1: RFP 2016-03 Permit & Inspection Software

12/9/2016

Subject: Answers to Questions.

- 1) What is the County's Building Department revenue? \$93,300 annually
- 2) What is the County's project budget?

ANSWER: Approximately \$10,000 for software As A Service initial purchase setup, licenses and installation. Extra computer, mobile equipment is not included in this figure.

- 3) How many named users are estimated for the new system?

ANSWER: 4-6

- 4) Has the County viewed product demonstrations? If yes, what systems have been seen?

ANSWER: MyGov, Noratek CityReporter, and Schneider Permitting software.

- 5) Can you provide the Software Capabilities Sheet in Word format?

ANSWER: Yes. We will e-mail you the Word version upon request.

- 6) What dates does the County have in mind for selecting a partner and for going live with the new solution?

ANSWER: As soon as possible after Board award which is estimated in late January.

- 7) Did the County have any outside assistance in developing the RFP, if "yes" by whom?

ANSWER: No.

- 8) 4.4 Fee for annual software maintenance. The price shall be fixed for years 1 and 2 of the contract term.

1. How many permits annually does the Community Development Department issue?

ANSWER: 1,060

- Will any other departments be involved for processing applications/licenses/code complaints?

ANSWER: No, just the one dept.

2. Does the County wish to integrate with any other systems?

ANSWER:

- **The ability to import Property Appraiser data into the system to update parcel info**

- **Prefer contractor license database be a part or integrated into the software program**
- **Ability to upload information into our Finance system – Sungard Plus**

9) 4.3 Proposal fee to include full installation, implementation, and training on the proposed software.

a. Can you provide any details on the County's expectation here?

ANSWER: The company should be able to install, implement, and train on the proposed software with the ability to quickly answer any questions, address concerns, and provide support.

b. How many permit types do you have?

ANSWER: There are approximately 30 different permit types

c. Do you have sample workflows and fee schedules that can be provided for scoping purposes if the vendor is responsible for those activities?

ANSWER: (Fee Schedule attached). Workflows are pretty straightforward. Up to 3 level workflow.

d. Do you have any historical records you may wish migrated?

ANSWER: No. Software should have the ability for the future.

e. How many named administrators will the County have and how many end users (staff) will require training?

ANSWER: Maybe 2 admins and 2-4 end users

f. Is this the list of departments to be included in the project? Are their others?

ANSWER:

1. **Development**
2. **Local Planning Agency (LPA)**
3. **Building Department**
4. **Planning & Zoning - Zoning Map**
5. **Code Enforcement**
6. **Finance**
7. **Administration**

10) What files would the County envision wanting to import into the new solution?

Answer: PDF scans of historical permits, inspections, etc.

Baker County Building Department
"Permit Fee Schedule"

Electrical

200 AMP	\$75.00
Commercial Electric (\$200.00 + \$6.00)	\$206.00
Commercial Upgrade	\$100.00
Construction Temp & Utility Pole (100 AMP)	\$40.00
Construction Temp & Permeant Service	\$118.00 (\$40.00/\$75.00/\$4.00)
Pool Hook Up	\$50.00
Upgrades /Additional Wiring	\$50.00
Reconnect	\$40.00

Roof

Re-Roof	\$50.00
Commercial Roof	\$50.00 (if over \$50.00 please see attached fee schedule)

HV/AC

HV/AC Residential	\$75.00
HV/AC Commercial	\$100.00 (if over \$100 please see attached fee schedule)

Mobile Homes

Mobile Home Electric	\$50.00
Mobile Home Plumbing	\$25.00
Mobile Home HV/AC	\$50.00
Move on Single Wide (\$175.00 + \$5.25)	\$185.50
Move on Double Wide (\$200.00 + \$6.00)	\$206.00
Move on Triple Wide (\$225.00 + \$6.75)	\$231.75

Plumbing

\$18.00 + \$6.00 per fixture

ALL Other

Moving of Permanent Structure	\$100.00
Garage/Sheds/Carpports	\$50.00 (see additional fee schedule)
Pool	\$267.75 (\$175.00 x 3% plan review \$87.50 (½ of the \$175)
Culverts/Driveways	\$35.00 (NO \$4 STATE FEE CHARGE REUIRED)
Re- inspection	\$29.00 (NO \$4 STATE FEE CHARGE REQUIRED)
Demo	\$50.00 (NO \$4 STATE FEE CHARGE REQUIRED)

****Permits under a \$139.00 will have an additional State fee charge of \$4.00****

****Permits over \$139.00 will have an additional 3% State fee****