DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

Rev 1

X **New contract**	☐ **OTR**	☐ **CO**	☐ **SS**	☐ **BW**	☐ **Emergency**	**N/A**

☐ **Re-Bid**	☐ **Other (Government Access)**	**LIVING WAGE APPLIES**: __YES _x_ NO

Requisition/Project No: __PA-1217A-3__   **TERM OF CONTRACT:** _3_ years with 2, 3year OTRs

Requisition/Project Title:- ____spatial analysis software services_____

Description: The objective of this solicitation is to establish a contract with a qualified vendor that can provide a spatial analysis software tool(s) and professional services to facilitate data analysis and cleanup to support the PA business duties.

The proposed System shall be inclusive of all software licenses, implementation, configuration, testing, planning, data migration, documentation, training, and subsequent software maintenance and support services throughout the term of the resultant contract.

User Department(s): ___**Office of the Property Appraiser**

Issuing Department: _____**Office of the Property Appraiser**_____   **Contact Person:** _JC Romano   **Phone**: 305-375-4262

Estimated Cost: _____$165,000   **Funding Source:** ____General Funds_____   **REVENUE GENERATING:**_N/A___

ANALYSIS

Commodity/Service No: 205-56

Trade/Commodity/Service Opportunities

Contract/Project History of Previous Purchases For Previous Three (3) Years
Check Here_XXX__if this is a New Contract/Purchase with no Previous History

	EXISTING (1st term & OTR 1)	OTR 2	OTR 3
Contractor:			
Small Business Enterprise:			
Contract Value:			
Comments:			

Continued on another page (s): _____Yes _____No

RECOMMENDATIONS

SBE	Set-Aside	Sub-Contractor Goal	Bid Preference	Selection Factor
		%		
		%		
		%		
		%		

Basis of Recommendation:

Signed:_____**JC Romano** **Date to SBD:** ____12/20/2017

Date Returned to PM: _____

2.1   Background
The PA has the fundamental duty of producing values (fair market and taxable) for all property (real and tangible personal) and delivering to the Tax Collector the extended taxable value for each parcel.   The functions of PA are subject to review and approval by the Florida Department of Revenue (DOR). Miami-Dade has approximately one million (1M) real estate parcels and one hundred and thirty thousand (130K) tangible personal property accounts within its jurisdiction.

The PA performs the functions of appraisal and assessment of real and tangible personal property in accordance with the Florida Statutes, Miami-Dade County ordinances, administrative orders, and implementing rules, and the Florida Department of Revenue Rules and Regulations, Directives and Opinions.

2.2   Objective
The objective of this solicitation is to establish a contract with a qualified vendor that can provide a spatial analysis software tool(s) and professional services to facilitate data analysis and cleanup to support the PA business duties. The PA may accept any variation from the specifications if the changes are found to be in the best interest of the PA. The intent of the PA is to provide the best product and service available.

The following specifications are intended to provide a basic description and requirements for services required for this project. Based on the proposer's solution additional requirements and services may be identified in the final contract.

2.3   Software Functionality:

2.3.1   Provide a solution that will allow the PA to perform review and identify data anomalies in a highly effective and productive manner fulfilling its statutorily mandated functions

2.3.2   Provide a solution which will allow the PA to accurately model and understand it's data graphically using a geographical information system (GIS).

2.3.3   Provide the ability to visualize and review data on a GIS map.

2.3.4   Provide market valuations based on mass regression.

2.3.5   Provide market valuations based on comparable sales analysis.

2.3.6   Provide use property attributes, comparable and location to create the most accurate market values.

2.3.7   Provide a Multiple Regression Analysis.

2.3.8   Provide sales ratio analysis.

2.3.9   Provide the ability to generate comparable properties.

2.3.10 Provide a means to identify non-conforming parcels and flagged them for a follow up detailed verification by the PA staff.

2.3.11 Provide a means to export non-confirming parcels into a comma separated value (CSV) or Microsoft Excel format file.

2.4   Software Operating Environment:

2.4.1   Must work in a Microsoft Windows 7 and 10 environments.

2.4.2   If browser based, must work the latest version of Internet Explorer, Chrome, and Edge.

2.4.3   If local data is stored, must conform with Microsoft file structure and store user data in the correct folder or have the ability to define where local data/preferences are to be stored.

2.4.4   Should not require end-user to have administrative privileges to the computer.

2.4.5   Server operating environment is Microsoft Server 2016 Microsoft SQL Server 2016.

2.5   <u>**Software Integration:**</u>

    2.5.1   If direct integration with the PA's systems is not available, the proposed solution must account for a means to refresh or keep the data synchronized daily with the PA systems (e.g. CAMA, GIS).

    2.5.2   Provide single sign-on capability integration via Microsoft Active Directory

    2.5.3   Provide a means to integrate Ortho imagery (Pictometry) on the GIS map.

    2.5.4   Provide a means to integrate various PA affiliated applications (ILookAbout street level imagery, Google street level imagery, and Pictometry Connect oblique imagery).

    2.5.5   Provide a methodology that will seamlessly integrate the Proposer's solution and the PA's Computer Assisted Mass Appraisal (CAMA) System, Miami-Dade County's Geographic Information Systems running ESRI software, and future applications within open environment architecture.

2.6   <u>**Training and Support**</u>

    2.6.1   Provide remote and onsite end-user and technical training.

    2.6.2   Provide staff and professional services required to perform the Scope of Services as stated herein and provide continued support throughout the term of the contract.

    2.6.3   Each component of the Proposer's solution may stand-alone or be a module of a larger more comprehensive system, but it is expected that all components shall interface with one another seamlessly and with other existing systems being used by the PA.

    2.6.4   Provide technical support of its product during the PA's business hours (8:00 AM – 6PM Eastern Standard Time).

    2.6.5   Provide all support to successfully complete training, user acceptance testing, and final implementation.

2.7   <u>**Additional Services:**</u>

The PA anticipates requiring service from the Proposer to develop and maintain the proposer's solution. In the response, identify any additional products and professional services that the PA may incorporate to achieve a highly effective and efficient solution.