COMPANY:

CATALIS
3025 WINDWARD PLAZA SUITE 200
ALPHARETTA, GA 30005
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CONTACT(S):

Jim Mccathern
Vice President of Sales and Business Development
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Naomi Skopec
Proposal Department Manager
nskopec@catalisgov.com

QUESTIONS:

1. Will the County consider proposals for a cloud solution instead of an on-premise system?
Answer:
Yes.

2. What agencies or individuals need to approve the contract once awarded?
Answer:
County Legislature and County Executive.

3. Does the published 2025 Capital Projects Budget Allocation for "Govern Application Replacement" contain budget funds for one-time implementation fees only or is it estimated for implementation fees and annual maintenance and support?

Answer:

One time implementation. Please note any additional fees.

COMPANY:

HAMER ENTERPRISES
4200-A N Bicentennial Dr
McAllen, Texas 78504
Telephone: 956-682-3466 | Fax: 956-682-0906
www.HECorp.com

CONTACT(S):

M.G. (Mike) Braun Jr., MPA and MAIS
Projects Director/ Senior Security Administrator

QUESTIONS:

1. Item #2: bullets 3-5 (page 4 of RFP) "Corporate Taxes - Cycle 4 Tax Bill"

a) Is this some other category of taxes other than property taxes (i.e., franchise tax,

municipal income tax and etc)?
Answer:
Real property taxes paid by corporations at either the local or County level or both. For example, Company A pays its real property taxes at the County level. Company B, pays its real property taxes at the local municipal level. Company C pays its real property taxes at some local municipalities and the rest at the County level. The County needs the ability to separate where the taxes are paid and by the municipality.

b) What does the designation "Cycle 4" refer to?
Answer:
Corporate Taxes.

"Mall Taxes - Cycle 8 Tax Bill"

a) Is this some other category of taxes other than property taxes (i.e., some type of

combined package of abated taxes)

Answer:

Real property taxes for the Mall District Downtown as established in Erie County Local Law No. 8 – 1984 (attached).

b) What does the designation "Cycle 8" refer to?

Answer:

Mall Tax.

"PILOT TAX"

a) What does the designation "Cycle 9, O & Q" make reference to?

Answer:

Cycle 9 is Payments In Lieu of Taxes (PILOTS) established by various industrial development agencies. O & Q reference the year the PILOT was established.

With regard to the references: "Corporate Taxes" and "Mall Taxes" is there some type

of online legislative website that describes specific statutory/mandated guidelines for

these 2 individual taxes? This type of information would provide in-depth insights into

the foundation business rules that would be behind each of these 2 categories of taxes.

Answer:

For Corporate Tax, there is no separate legislation – it is merely real property taxes paid by corporations. For mall Tax, please see the above referenced legislation.

2. Item #12c (page 5 of RFP) "Unpaid PILOT report"

a) Would it be possible to see a sample of a few pages of this report?

Answer:

A report would be run to compare Cycle Q "billed", not paid.

3. Item #18 (page 6 of RFP) "Capture Town Services - including, but not limited to dog licenses and fishing licenses"

a) Are all of these individual "Town Services" just a capture of various types of town specific fees outside of the realm of property taxes where each town would only need a cumulative total of daily fee payments by each category of fee? Or

b) Would each category of a Town's service fees require a more detailed database for each of these individual types/categories of "Town Services" payment transactions? And if so, what are the key database elements that would need to be trapped for each of these individual "Town Services"?

Answer:
Each category would need to be separately captured.

4. Item #20 (page 6 of RFP) "Future ability: The system must be compatible with Kiosk self-payment station, incorporate Al features and updates if necessary"

a) Can the County provide the name of it's Kiosk provider so that we may determine if we already have an API for this provider?
Answer:
Currently, the County does not have a specific kiosk vendor.

b) Can the County elaborate a little further as to what "Al features" it would like to see (or envision) for this aspect of integration with its "Kiosk self-payment station"?
Answer:
The ability to translate into taxpayer's native language and collect tax payments for individual parcels.

5. The technical staff need the ability to be able to: (page 7 of RFP) "be able to create custom tables within the database"

a) Is this functional requirement for the creation of some type of special export (i.e.,

special export for RPS)?

Answer:

The IT staff need this ability to store data from outside sources in the tax collection software system so that custom queries and reports that have been requested by outside entities can be created and distributed.

6. The bullet; "Correct - the PrtKey process" (page 8 of RFP)- We presume that this

is some attempt to perform some type of edit process.

a) Does the County have some type of preference for performing this presumed edit

function?

Answer:

There is no preference to how this edit is performed, as long as the process can be manually started at any time by the IT staff.

Pertinent Information

7. Item #4 (page 10 of RFP) "The technical staff need to have the ability to "load" various files throughout the year"

a) There are 13 files in this requirement that need to be converted to an MS Access file.

Are these files that will need to be exported to RPS? With this question in mind, can the

County elaborate on why each of these 13 files have been singled out for conversion to

MS Access?

Answer:

MS Access is simply what is used to load our tax data to the tax collection software that we currently use.

The reason that the items were singled out was to convey the importance that there needs to be a way for the IT staff to load many files of tax data to the tax collection software throughout the calendar year.

In the "Required items" section of the RFP, item #4, states that responders must complete "all of the attached standard required County RFP submission documentation". This "standard required … documentation" is comprised of five (5) items which we find are actually not "attached" to the RFP.

Can your Office direct us to where we can secure these 5 "required … documentation" items? (Those 5 "required … documentation" items are: a. Contact Information/Proposal cover sheet, b. Signed Certificate of Non-Collusion, c. Acknowledgement of insurance requirements, d. Signed Hold Harmless Clause Documents and e. Signed Certification of Compliance with the Iran Divesture Act)

Answer:
Please see the first addendum to this RFP.

COMPANY:

TYLER TECHNOLOGIES
One Tyler Way
Moraine, Ohio 45439
Telephone: 800-800-2581 | Fax: 937-278-3711
WWW.TYLERTECH.COM

CONTACT(S):

Mark Hawkins
President, Property & Recording Division

QUESTIONS:

1. Can the County provide further information on how the tax charge/liability information is received? Are the tax amounts calculated in a different platform and then made available for the tax collection system to collect on? Or is it your intention to have the new system receive the taxable/assessed values and then apply the appropriate tax rates to create the tax charges?

Answer:

Tax files received from EC towns range from MS Excel, Access, Legacy files, MS Word documents & PDFs. The IT staff need to convert each one to MS Access format to then load into the tax collection software system.

Yes, all of the tax amounts are initially calculated in other systems, not in our tax collection software system.

Property, corporation & school taxes are calculated in RPS, and - as stated earlier - the County does collect taxes other than property & corporation taxes (Mall taxes & PILOTs) that need to be calculated within their own systems.

2. RFP Page 5, Operational Requirement #17: It appears that the County is looking for a way to provide the municipalities with direct access to the new solution. Can you further explain what types of activities the municipalities would be performing in the solution? For

example, what type of data inputs or updates would need to be made available?
Answer:
Examples include but are not limited to dog and fishing licenses.

3. RFP Page 6, Operational Requirement #18: Could the County further explain what is needed to address the dog licenses and fishing licenses? Are you looking for a solution to only collect fees for these items, or a system to fully manage applicant information?
Answer:
System to fully manage applicant information.

4. Can the County provide additional information on how corporate taxes are calculated and paid? Specifically, can you elaborate on what is being tracked for these taxes and accounts and any special payment rules?
Answer:
Corporate taxes referenced are real property taxes paid by corporations.

The tax amounts are calculated in another platform and loaded into the tax collection software system.

5. Addendum 1, Required Items: The required forms "Contact information/proposal cover sheet", "Certificate of Non-Collusion", and "Hold Harmless Clause Documents" do not appear to be in RFP. Can you provide these?
Answer:

Please see the first addendum to this RFP.

COMPANY:

Systems East, INC.
50 Clinton Avenue
Cortland, New York 13045
Phone: 607-753-6156
Email: mail@systemseast.com

CONTACT(S):

James L. Buttino, President

QUESTIONS:

1) Does Erie County operate pursuant to New York State Real Property Tax Law (NYS RPTL)

Article 10, 11, or alternatively pursuant to a County Charter? If per County Charter, can you

please provide an excerpt of the applicable local governing law?
Answer:

Please see information contained in
https://www3.erie.gov/law/sites/www3.erie.gov.law/files/2023-04/erie_county_tax_act.pdf.

2) Does Erie County have any specific local tax laws or unique policies pertaining to
collection and enforcement? If so, please provide the applicable details.
Answer:

Please see information contained in
https://www3.erie.gov/law/sites/www3.erie.gov.law/files/2023-04/erie_county_tax_act.pdf.

3) If County allows combining delinquent taxes into an installment plan, does it do so in
accordance with NYS RPTL?
Answer:

Please see information contained in
https://www3.erie.gov/law/sites/www3.erie.gov.law/files/2023-04/erie_county_tax_act.pdf.

4) If Erie County does offer delinquency installment plans, please provide details, such as the number of years in a plan, interest rates, actions upon default, etc.
Answer:

Please see information contained in
https://www3.erie.gov/law/sites/www3.erie.gov.law/files/2023-04/erie_county_tax_act.pdf.

5) Page 4, Item 1: Can the County please provide specific details regarding the communication sought between the tax application and SAP? Per that scope, can API documentation or file layouts for SAP be provided?
Answer:
The vendor's system must at least be able to convert to Excel and provide specific breakdowns per General Ledger number. File layouts can be provided at a later date.

6) Page 4, Item 2: Property and other types of taxes or bills are listed here. For those that are external to NYS/RPS, can we obtain the specifications for the billing file(s)?
Answer:
The real property tax bills are printed by "cycle" codes that set forth the different real property taxes due.

7) Page 6, Item 18: In the fishing license example listed in the RFP, licenses are issued and maintained in an application provided by New York State Department of Environmental Conservation. Can the County provide more specific details and project targets regarding the "Capture of Town Services"?
Answer:

These can include, but are not limited to, any fee that a town clerk can collect, such as NYS fees for licenses (e.g., dog and fishing) and fees for local municipal licenses or uses (e.g., picnic shelter rentals, solicitor/peddler licenses, permit applications, etc.).

8) Page 13, Item 1: The County is asking for documentation of government clients to whom we provide tax collection. Is the County seeking a reference list, i.e., our client list? If the

latter, client lists are also confidential, so we intend to amend a portion of the proposed Statement of Confidentiality on the bottom of page 17 to the following:

"NOTICE: The data on pages_ofthis proposal identified byan asterisk(*) contain technical, financial, or client information constituting trade secrets or information the disclosure of which would result in substantial injury to the Proposer's competitive position."
Is this acceptable?
Answer:
References

9) Page 13, Item 4: Five documents are mentioned and required but the document templates are not included in the RFP package. Can the County please provide the required submission documents?
Answer:
Please see the first addendum to this RFP.

10) Will there be a public bid opening on the due date of April 25" at Noon? If so, please provide the particulars.
Answer:

This is not a bid process; this is a request for proposal.