



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 1/26/2021

To: Board of Supervisors

Department or Agency Name(s): Clerk-Recorder-Assessor

Staff Name and Phone Number: Kim Barrett x3471

Vote Requirement: Majority

Supervisory District(s): County Wide

Title:

ParcelQuest Agreement for Clerk-Recorder-Assessor

Recommended Action:

Authorize the Clerk-Recorder-Assessor to execute an agreement with ParcelQuest to continue to provide certain public records and maps in exchange for a portion of the revenue generated by ParcelQuest for a three-year term ending December 31, 2023.

Executive Summary:

ParcelQuest is engaged in the business of acquiring, compiling, arranging, selecting, formatting and distributing for a fee, land records and other data and maps in electronic form. ParcelQuest sells licensed subscriptions to such data and maps. Under the proposed agreement with ParcelQuest, the County would continue to provide Assessor and Recorder public records and maps to ParcelQuest for a period of three years, commencing January 26, 2021 and continuing to December 31, 2023, in exchange for a portion of the revenue generated by ParcelQuest.

Discussion:

The proposed three-year revenue generating agreement will replace an existing agreement between the County and ParcelQuest and will allow the Clerk-Recorder-Assessor to continue to provide certain public records and maps from the Assessor's Office and Recorder's Office in exchange for a portion of the revenue generated by our third party vendor ParcelQuest through its sales and licenses to the public. The Clerk-Recorder-Assessor will provide records on a monthly basis to ParcelQuest. The Clerk-Recorder-Assessor will receive a yearly check from ParcelQuest. The payment will be calculated on the following tiered basis: The sum total amount of twenty percent (20%) of the first \$100,000 in gross annual revenue, plus forty percent (40%) of the second \$100,000 in gross annual revenue, plus fifty percent (50%) of all gross annual revenues above \$200,000 generated from the sale and/or licensing of the data and maps for the Sonoma County area.

Prior Board Actions:

None

FISCAL SUMMARY

Expenditures	FY 20-21 Adopted	FY21-22 Projected	FY 22-23 Projected
Budgeted Expenses			

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Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	\$15,000	\$15,000	\$15,000
Use of Fund Balance			
Contingencies			
Total Sources	\$15,000	\$15,000	\$15,000

Narrative Explanation of Fiscal Impacts:

The sales of data and maps to ParcelQuest generates approximately \$15,000 in revenue annually.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Attachment 1 ParcelQuest agreement

Related Items "On File" with the Clerk of the Board:

N/A