



September 15, 2021

Request for Proposals (RFP)

Appraisal Software for Real Estate Data Collection

Submission deadline: Sunday, September 26, 2021

Additional information may be obtained by calling or emailing Wendy Prosser, Barton County Appraiser, at (620) 793-1821 or wprosser@bartoncounty.org. Questions will be answered within two (2) business days via email, with a return reply acknowledging receipt of the email requested. Questions and answers will be shared with all bidders.

Introduction

Barton County Appraiser's Office invites proposals for purchasing, installing, and maintaining a software program that can be utilized without internet connection to access data, verify current information, and edit property information on a mobile device when working outside of the office (such as Orion Field Mobile or an equal product). The software program must be able to integrate with Tyler Technologies Orion CAMA software that is currently used in all Kansas County Appraisal Offices

Submission Procedure

Vendors may receive electronic notifications and submit bids online through Vendor Registry, a link found under the Procurement tab at www.bartoncounty.org. Bids should be submitted no later than 1:00 pm, September 26, 2021.

Bids may also be submitted via U.S. mail or courier to Barton County Clerk, 1400 Main Street, Room 202, Great Bend, KS 67530.

Proposals must state that they are valid for a period of at least one hundred eighty days (180) days from the closing deadline. Barton County will not consider any bid not prepared and/or not submitted in accordance with the provisions hereof and may waive any informalities or reject any and all bids. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered. Bids submitted after the closing date and time will be returned to the bidder unopened. No bidder may withdraw a bid within sixty (60) days after the actual date of the opening thereof.

Modification of Bids

Modifications to bids already submitted will be allowed if submitted in writing prior to the time fixed in the Request for Proposals. Modifications shall be submitted as such and shall not reveal the total amount of either the original or revised bids.

Scope of Work

Proposals, together with letters of transmittal, should include the following information:

- The name and contact information of the person in your firm who would be the official contact for any contractual relationship
- A project bid includes but is not limited to: the scope of work, product list, itemized costs, detailed warranty information, approximate hours to complete the job, and project timeline
- Certificate of Insurance for the bidder
- Affidavit of exempt status under worker's compensation act, should bidder not maintain workers compensation insurance

Specifications

The successful bidder shall purchase, install, maintain, and provide a warranty for a fully integrated offline software program utilized to access, verify, and edit real estate property information that is currently on file within the Barton County Appraiser's Office.

Specifications are as follows:

- Purchase, install, maintain, and provide warranty for a fully integrated offline software program utilized to access, verify, and edit real estate property information on a mobile device. The software must be able to integrate with the Tyler Technologies Orion CAMA Program both retrieving data from the Orion CAMA Program and uploading data back into the Orion CAMA Program.
- The software program should allow users to utilize interactive maps, including by not limited to satellite images.
- The user shall be able to update information on a mobile device using either a stylus pen type of device or a touchscreen keypad.
- The program should have the ability to take and upload photos directly to the property being reviewed.
- Initial user training shall be provided and additional user trainings done with any changes made to the program.
- The software program shall have the ability to update sketches and integrate with the sketching program utilized with the Tyler Technologies Orion CAMA program.
- The program shall create a report allowing users to confirm all data was successfully uploaded to the Orion CAMA program, indicate if there were any errors and if so where the errors occurred.

Timeline

Installation is to be completed by December 31, 2021.

Barton County reserves the right to reject any and all proposals and to award in the best interests of the County. Barton County will award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.