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COUNTY OF ERIE

CHRIS COLLINS

COUNTY EXECUTIVE

June 3, 2011

The Honorable
Erie County Legislature
92 Franklin Street-4th Floor
Buffalo, New York 14202

RE: GOVERN Tax Collection System

Honorable Members:

Attached please find a resolution and accompanying memorandum requesting Legislative approval to amend a contract with MSGovern to implement improvements to our current Govern application and train staff on system upgrades.

For the past 15 years MSGovern has provided the Tax Collection software program used by the Department of Real Property Tax Services. At the request of the County, MSGovern performed an Application Usage & Needs Assessment that identified several technological enhancements and applications which would allow for automated posting of payments from GOVERN to SAP, improve reporting capabilities, and improve tax bill preparation.

Should your Honorable Body require further information, I encourage you to contact Joseph L. Maciejewski, Director of Real Property Tax Services. Thank you for your consideration on this matter.

Sincerely,

CHRIS COLLINS
Erie County Executive

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Joseph L. Maciejewski, Director of Real Property Tax Services
Re: GOVERN Tax Collection System
Date: June 3, 2011

SUMMARY

For the past 15 years MSGovern has provided the Tax Collection software program used by the Department of Real Property Tax Services. At the request of the County, MSGovern performed an Application Usage & Needs Assessment that identified several technological enhancements and application improvements which would allow for automated posting of payments from GOVERN to SAP and improve reporting capabilities.

Furthermore, updates to the MSGovern program will allow for a more streamlined Tax Bill preparation process allowing Tax Bills to be processed using interface from the NYS Real Property Database into the Govern program.

FISCAL IMPLICATIONS

Unanticipated revenues in the 2011 Budget will be utilized to fund this project.

REASONS FOR RECOMMENDATION

Several technological enhancements and application's are now available which will allow for automated posting of payment from GOVERN to SAP, which is now being done manually. Additionally, proposed changes will allow for the standardization of property tax bills and the ability to easily make changes and corrections necessary for partial billing and Court Orders/Petitions.

CONSEQUENCES OF NEGATIVE ACTION

Real Property Tax collections account for one of the largest revenues in the County Budget. It is imperative that we take advantage of the latest advancements in technology and train staff accordingly.

STEPS FOLLOWING APPROVAL

The County Executive will be authorized to amend the existing contract with MSGovern. MSGovern, DISS and Real Property Tax Services will immediately begin the project and schedule the necessary training and programming.

A RESOLUTION SUBMITTED BY:
DEPARTMENT OF REAL PROPERTY TAX SERVICES

RE: GOVERN Tax Collection System

WHEREAS, for the past 15 years MSGovern has provided the Tax Collection software program used by the Department of Real Property Tax Services; and

WHEREAS, at the request of the County, MSGovern performed an Application Usage and Needs Assessment to evaluate our current processes and identify areas that can be improved through technology enhancements and further staff training; and

WHEREAS, MSGovern has identified opportunities that would allow the current system to be more efficient for the existing users, streamline transactions between MSGovern and SAP, and standardize tax bill preparation; and

WHEREAS, the MSGovern current contract is in effect until January 31, 2012; and

WHEREAS, Erie County desires to amend the existing contract with MSGovern to allow for the implementation of these recommendations; and

WHEREAS, the annual budget for Federal Medical Assistance Percentages (FMAP) has already been met; and

WHEREAS, funds are available within the County's 2011 Budget.

NOW, THEREFORE, BE IT

RESOLVED, that the County Executive is authorized to amend the existing contact with MSGovern (Management Solutions for Government) to implement a project plan relative to the above; and be it further

RESOLVED, that an increase in the 2011 Budget is hereby authorized for the purpose of making the current property tax collection system more efficient; as follows:

Revenue

Fund Center 120 Social Services	
Account 414030 – Federal Medical Assistance Percentage (FMAP)	\$60,000

Expense

Fund Center 11110 Real Property Tax Services	
Account 516020 - Professional Services, Contracts and Fees	\$60,000

and be it further

RESOLVED, that certified copies of this resolution be forwarded to the Division of Real Property Tax Services, the Division of Information and Support Services, the County Comptroller, the County Attorney, the Director of Budget & Management and the County Executive's Office.