



Review and Update of Contract #C6479 (PC-11)



Timeline Review: July 2017- Present

July 2017	Council appropriated funds (\$80,000) in FY18 budget for a compliance vendor.
Nov. 2017	Planning Department researched and determined all product requirements and how they will be achieved with available County and other data sources. Planning drafted and issued Request For Proposals (RFP) for a compliance vendor.
Dec. 2017	Five vendor submissions were received by the RFP deadline Dec. 29, 2017.
Jan.-Feb. 2018	Planning reviewed and scored vendor proposals. Requested and verified vendor credentials.
March 2018	LodgingRevs' proposal was accepted. Corporation Counsel reviewed final contract. County signed 1-year, \$60,000 contract.
May 2018	County & LodgingRevs authorized, exchanged, and integrated databases.
June-Aug. 2018	LodgingRevs monitored, recorded, and organized transient accommodations advertisement activity across the internet.
July 2018	Council-funded positions are available for two Limited-Term-Appointment Zoning Inspector Trainees & one Limited-Term-Appointment Clerk. Planning requested DPS to begin recruitment July 1, 2018.
Aug. 2018	Planning Department emergency hired two zoning inspector trainees. Planning expects DPS to finalize the zoning inspector trainee candidate list in November 2018. Planning interviewed clerk candidates and expects a clerk to begin work by the end of Sept. 2018.
Sept. 2018	Planning and LodgingRevs review first-round test of initial census and identify first round of required improvements and revisions. Planning will continue working closely with LodgingRevs to ensure that after completing the system testing, the initial census list report is accurate and comprehensive. Planning continues to establish internal processing procedures and train all involved personnel.

RECEIVED AT PC MEETING ON 9/6/18
 Dept. of Planning
 David Raatz