1. Do you know the number of users you'll need in the system?

Last year when we checked active, employed Skagit County Permits Plus Users, we had about 100. For Permits and Development Services, it would be 45. Many of these users would not be full time.

2. How much data is the Acella Permits Plus data for conversion? Can you provide APIs and naming convention of the required data elements?

We do not know of any PERMITS PLUS API's or a PERMITS PLUS data dictionary (Describing Table Names, Column Names, Data Relationships). Attached is a detailed analysis of Table usage including number of records and disk storage. At the bottom of the report is Total Size of the database (< 2.4 GB)

2. How many permitting documents are stored in the LaserFiche database? What is the size of this database?

As Built Septic – 17,404 files; 216,404 images; 104.6 GB

Building Permits – 9,161 files; 422,886 images; 387.3 GB

Land Use – 14,122 files; 538,219 images; 192.4 GB

Individual Well Files – 2,065 files; 44,586 images; 60.4 GB

Total - 42,752 files; 1,222,095 images; 744.7 GB

3. Are there APIs available for the Cayenta Finance solution?

Yes, there are API's for the Cayenta Financials, Utilities and Personnel Modules. These API's allow external systems to access the Cayenta application functionality and data using the Cayenta AI Service (HTTP)

The interfaces are documented in the Cayenta manuals. We have reached out to Cayenta to see if we can share these manuals as part of our response to this question.

4. Can you supply the APIs and field naming convention for the County's OneStop and Property Appraisal and Collections (PACS) system?

We require a mechanism to incorporate data (strictly read only) from the Permitting system into our One Stop web application. This integration can be done through an API, Web Services or other mechanism. This data will need to be searchable by property. Skagit County will take responsibility for updating One Stop.

5. Is there a deadline for Skagit County to be live with the new PPDS solution?

No, We will work to the Vendor's recommended Schedule.

6. Is the budgeted $600,000 planned include the costs for a full five (5) year period?

No, this budget is for first year expenses.

7. How many Skagit County administrative users do you anticipate will use the PPDS system?

It is not clear what is an administrative user. If an administrative user is a person who can configure the system, create workflows (if applicable), add users, manage security groups, write reports, etc. Then I think we are probably planning on 2-5.

8. How many Skagit County administrative users do you anticipate will need training for the PPDS System?

2-5

9. How many permits are issued annually?

About 1200 (this includes building (450), grading, mechanicals, fire code, flood, septic, and access permits)

10. The Permitting Requirements note on the Minimum Tab, line 69: "**The system shall have the capability of integrating with Blue Beam for plan review**" and later notes on line 108: "**Electronic Plan Review, with comments, markup and signature by multiple reviewers. Describe tool proposed and how it integrates with the permit system**". Can another Plan review system be proposed instead of Blue Beam for the County?

The system is required to support Blue Beam for plan review, however feel free to offer alternatives **as an option** if you feel it is a better solution.

11. The Permitting Requirements note on the Minimum Tab, line 131: "**Set up and coordinate a multi-agency Code Case involving multiple County departments and/or external agencies such as the Department of Natural Resources, Department of Ecology, etc. Describe how this could be supported.**" Can Skagit County expand on their vision of this use case? Email notifications?

It would be convenient if we could easily share documents and the notes or work history of the file. Email notifications would also be of benefit.

12. The Permitting Requirements note on the Minimum Tab, line 83: "**Abilitiy to save information when Internet is unavailble and automatically upload in when back in an Internet area".** Can Skagit County expand on the need specifically to do plan review

while disconnected from the internet as this requirement falls under the Planning Department heading?

Skagit County is a rural County with many areas with limited Internet capability. This requirement is to allow a mobile device to enter data in the field while not connected to the Internet and allow that device to upload cached information to the Permitting System once it is able to reconnect to the Internet. This would be important for building inspectors, natural resource planners and stormwater technicians.

13. The Permitting Requirements note on the Minimum Tab, line 97: **"Permit application created online by applicant, at Permit Center kiosk or in-house by County staff. Auto-assign permit number."**. Can Skagit County clarify whether it expects the chosen vendor to setup Permit Center kiosks or whether this will be the responsibility of the County?

It will be the responsibility of the County to set up and manage Kiosks. We would appreciate expertise by the vendor to set those up to work with the permitting system.

14. Can the County provide a complete list of case types (permit types, plan types, code violation types) that are to be configured in the new system.

ACCESS	Public Work Access Permits
COMBO	Residential Building Permits
COMM	Commercial Building Permits
COMPLAIN	Code Enforcement Cases
DEMO	Demolition Permits
F/G	Grading Permits
FIRE	Fire Code Permits
FLOOD	Floodplain Development Permits
LAND	Long Subdivisions
LRANGE	Long Range Planning Files
M AND M	Environment Health Septic Monitoring and Maintenance
MECH	Mechanical & Plumbing Permits
MISC	Miscellaneous Charges
PLAN	Planning Files (includes forest practices, critical areas, variances, special use, etc.)

PUBWKS	Public Work Utility/ROW Permits
SEPTIC	Environmental Health Septic Permits
SPLAT	Short Subdivisions
WATER	Drinking Water Reviews (PDS & Environmental Health Collaboration)

15. What is the County's current system for management of Pollution Prevention and Environmental Health permits?

See Response to question 19.

16. Does the County have a preference between SaaS or On Premise?

We would prefer a Saas solution over on Premise.

17. Does the stated budget include services and; either one time license costs or first year subscription costs?

The stated budget assumes one-time license or first year subscription costs. We are not sure what you mean by services. If services is professional services, then this is also included in the budget.

18. Is the County willing to take a shared services approach; whereby the vendor's staff trains County resources how to configure the application and then County staff performs the configuration of most case types/workflows? Or is the County wanting a full turnkey services approach?

We are willing to take a shared services approach.

19. There are several types of data that requires conversion including Environmental Health, Complaints and Pollution Prevention Assistance (these are presumed to be in addition to building permits, plan review, etc.). Is all data residing in the Permits Plus database? Is it SQL data?

The only data conversion we are looking for from the EH side is to move our EH Permits data – EH Permits/Billing (SQL data) and our EH Inspections (Access data). We are not looking to convert complaints or pollution prevention data. We may use the new database to store new data for those programs if that will work well but we will save and archive our existing complaints data and we use a state reporting system for pollution prevention currently .

20. Does the County have a dba resource that is familiar with the Permits Plus data structure? If so, is the County willing to take a templated approach whereby we provide mapping templates and County staff populates those templates?

We have a dba resource however, we do not have expertise in the Permits Plus Data Structure. We have provided the attached data schema for the Permits Plus system as a response to this question. We do not have a data dictionary describing table names, column names, or data relationships. We would probably have to outsource this function to a third party that has familiarity with the information in order to use this strategy.