



OFFICE OF THE ASSESSOR COUNTY OF LOS ANGELES

320 KENNETH HAHN HALL OF ADMINISTRATION
LOS ANGELES, CALIFORNIA 90012-2770
(213) 974-3101
assessor.lacounty.gov

RICK AUERBACH
ASSESSOR

October 29, 2008

The Honorable Board of Supervisors
County of Los Angeles
Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

NOTICE OF INTENT TO HIRE TWO COBOL PROGRAMMERS FOR THE CONVERSION OF ALL ASSESSOR'S LEGACY COBOL PROGRAMS TO COBOL LE THROUGH INFORMATION TECHNOLOGY SUPPORT SERVICES MASTER AGREEMENT (ITSSMA) WORK ORDERS

This is to notify you of our intention to request the Internal Services Department (ISD) to bid out and execute ITSSMA Work Orders for two programmers. The term of each Work Order will be for twenty-four (24) months with a maximum amount not to exceed \$800,000 (\$400,000 limit per contractor). In accordance with ITSSMA Guidelines, prior Board notice is required for projects that will exceed \$300,000.

BACKGROUND

The Office of the Assessor has used COBOL as the primary language to develop mainframe applications to support its secured, unsecured, parcel change, and cross-reference systems. The ultimate goal of these systems is to create the Tax Assessment Roll.

Most of the Department's critical applications were created using IBM COBOL I and II programming languages. These applications will have to be migrated to IBM COBOL LE because IBM has discontinued support for COBOL I and II. There are approximately 503 COBOL applications which need to be evaluated, modified, tested, and deployed under the new COBOL LE environment. Over the past year and a half, approximately 20% of the applications have already been converted by existing ISD staff. ISD has provided the Department with a four-year projection to convert all applications to COBOL LE. However, waiting four years for the change to be completed places the Department in a crisis should

any problems with the applications occur. The requested programmers will help the current effort thus reducing the conversion time by two years.

SCOPE OF WORK

The ITSSMA Work Orders will provide for the services of two contract COBOL programmers to assist and supplement the existing staff in the COBOL conversion to the IBM Enterprise COBOL for z/OS with Language Environment (LE). The Scope of the Work Order consists of the following:

1. Assist existing ISD staff in the conversion and migration of assigned legacy IBM COBOL applications to use IBM COBOL Enterprise for z/OS with LE.
2. Test applications in the LE environment and verify that they are LE compliant.
3. Modify and make adjustments to programs failing the LE testing.
4. Run assigned batch systems' unit tests under LE to ensure production flow during regular PDB updates and Year-end Processing.

JUSTIFICATION

The Assessor's staff does not have the expertise or experiences necessary to fill this highly technical and specialized need. All of our mainframe systems are currently maintained by ISD staff who are dedicated only to keeping them permanently operational. Using ISD staff would reduce our efforts to properly maintain current systems and would double the time of completion for the COBOL conversion project. The hiring of the two contract COBOL programmers will augment these staff and help complete the conversion. IBM stopped supporting the old versions of COBOL. Therefore, it is imperative that we employ full-time contract programmers to speed up the COBOL conversion process and avoid preventable setbacks. Due to the nature and complexity of this project, a deliverable based Work Order cannot be established because the COBOL conversion cannot be divided into discernable tasks. Regardless, the terms of these Work Orders will not exceed the cap of \$800,000 for the twenty-four (24) month period. As the Office of the Assessor's main objective is to produce an accurate Tax Assessment Roll in a timely manner, it is of utmost interest for the COBOL conversion to get underway as soon as possible.

FISCAL IMPACT

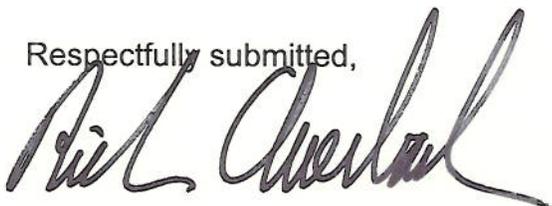
The maximum amount stipulated for these Work Orders is \$800,000 and will cover the costs of hiring two contract COBOL programmers for a period of two (2) years. The hourly rates for these contractors will not exceed \$100. Funding for these Work Orders is included in the Assessor's Services and Supplies funding for Fiscal Year 2008-2009 and will be requested for fiscal year 2009-2010.

CLOSING

Consistent with ITSSMA policies and procedures, we are informing your Board of our intent to initiate these Work Orders. If no comment is received within two weeks, we will request ISD to proceed with the initiation of the subject Work Orders.

If there are any questions or additional information needed, please have your staff contact Rick Mele, Director of Reengineering and Technology at (213) 974-9215.

Respectfully submitted,



Rick Auerbach
Assessor

Noted and Approved:



Richard Sanchez
Acting Chief Information Officer

c: Director, Internal Services Department