



Legislation Text

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TO: Mayor and City Commission

FROM: Cale Curtis, City Manager

DATE: August 28, 2019

APPROVING ACQUISITION AND AUTHORIZING AMENDMENT TO THE EXISTING FIVE YEAR SOFTWARE AS A SERVICE (SAAS) AGREEMENT WITH AVOLVE SOFTWARE CORPORATION, FOR PROJECTDOX E-PLAN SOFTWARE SAAS ADDITIONAL BIC WORKFLOW TIER 4 FOR PLANNING AND ZONING; PROVIDING FOR ACQUISITION FROM SHI INTERNATIONAL CORPORATION UTILIZING THE STATE OF FLORIDA'S ALTERNATIVE CONTRACT SOURCE AGREEMENT; IN AN AMOUNT NOT TO EXCEED \$63,550 IN YEAR ONE AND \$7,800 IN YEARS 2 THRU 5; PROVIDING FOR EFFECTIVE DATE.

BACKGROUND: At their June 5, 2019 meeting, the City Commission approved the acquisition of a five-year Software as a Services Agreement (SAAS) with Avolve Software Corporation, for Projectdcox E-Plan Software Solutions for the Building Department. During the implementation of this software, it became apparent that it is a powerful tool designed for the processing of building permits. The workflow for processing a building permit is different than that of processing planning and zoning permits. For example, some are completely unrelated to building permits such as rezoning and comprehensive plan map amendments. Another example is the Development Review Committee review process. Avolve has a separate module that is specifically designed for planning and zoning permit workflow. This request is for the purchase of that module. Pricing from SHI International Corporation is broken down as follows:

SAAS Additional BIC Workflow Tier 4 For Planning and Zoning	\$ 7,800.00
Advanced ProjectFlow Integration for THE	10,000.00
Incremental Workflow Professional Services	22,500.00
OAS Incremental BIC Form	3,000.00
Assurance Services	<u>20,250.00</u>
	\$ 63,550.00

Per Year Cost (years 2-5) \$ 7,800.00

The Planning and Zoning Workflow software would allow the Development Services Department to accomplish several things.:

1. Enhanced tracking of permit status. Management can get a snapshot view of permit status and determine staff working on the application.
2. Ability to better time manage staff. Management may obtain a detailed understanding of how much time staff works on a project which will allow for specific recommendations on fee schedule revisions to be made to have the applicant cover the true cost of processing a permit.
3. Better customer service by allowing the customer to apply on-line and track the progress of their application.
4. Improved review of changes in site plans. Currently, the City has an issue where the approved site plan is different than the construction drawings resulting from simple human error. This will be avoided with the software due to its capability to directly compare different drawings.

5. Help solve the Department's record management problem by having all permits filed electronically.

This acquisition is in addition to the existing Avolve agreement with the Building Department.

RECOMMENDATION: Approve

FISCAL IMPACT: Approximately \$ 63,550.00 in year one (001-1110-554.64-09)

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