

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council - Commissioner's Court Meeting		Item ID:	34275	Agenda Number	80.
Meeting Date:	August 7, 2014				
Department:	Purchasing				
Subject					
Authorize award, negotiation, and execution of a 12-month contract with AVOLVE SOFTWARE CORPORATION, or one of the other qualified offerors to RFP No. SMW0120, to provide an Electronic Plan Review Solution including software licensing and implementation services in an estimated amount not to exceed \$877,723, with four 12-month extension options for maintenance and support in an amount not to exceed \$114,925 for the first extension option, \$117,425 for the second extension option, \$118,675 for the third option, and \$121,175 for the fourth extension option, for a total contract amount not to exceed \$1,349,923.					
Amount and Source of Funding					
Funding is available in the Fiscal Year 2013-2014 Capital Budgets of the Watershed Protection Department and the Planning and Development Review Department. Funding for the extension options in contingent upon available funding in future budgets.					
Fiscal Note					
A fiscal note is attached.					
Purchasing Language:	Best evaluated proposal of four proposals received.				
Prior Council Action:					
For More Information:	Shawn Willett, Corporate Contract Compliance Manager. 512-974-2274				
Boards and Commission Action:					
Related Items:					
MBE / WBE:	This contract will be awarded in compliance with City Code Chapter 2-9C(Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this contract.				

### Additional Backup Information

The contract will secure a software solution that enables customers to upload development plans and supporting documents through a secure channel and enable staff to review, markup, and manage submitted documentation electronically. The solution will support and integrate with City record retention guidelines, permitting/case management system (AMANDA), content management system (EDIMS), and geospatial systems. The solution can also operate as a standalone tool, independent of one or all system integrations.

Avolve Software Corporation will provide the software application, installation, configuration, integration, and training for the solution.

The contract includes an option to purchase a Portal Module expected to be available in early 2015 as well as the option to engage Avolve for additional development, configuration, or training services related to this solution during or after implementation.

Public facing benefits of this solution include:

- Ability to interact with City departments remotely
- Ability to securely submit applications and plans electronically and pay online for plan review and/or permitting services
- Improve communication between applicant and City staff
- Reduce the cycle time and/or number of cycles to submit and review plans

City facing benefits of this solution include:

- Reduce the space required to store, recycle or archive paper copies of site/building plans
- Reduce the need to physically manage paper copies of site/building plans
- Increase communication and collaboration between departments
- Reduce the cycle time and/or number of cycles to submit and review plans
- Improve collaboration, scalability, and accessibility by multiple City departments and external partners

A team composed of personnel from the City's Watershed Protection Department and the Planning and Development Review Department with expertise in this area evaluated the proposals. Evaluation criteria included total cost, response to technical requirements, response to functional requirements, response to supplemental requirements, and local business presence.

This request allows for the development of an agreement with a qualified offeror that Council selects. If the City is unsuccessful in negotiating a satisfactory agreement with the selected offeror, negotiations will cease with that provider. Staff will return to Council so that Council may select another qualified offeror and authorize contract negotiations with this provider.

MBE/WBE solicited 30/16

MBE/WBE response: 0/0

### **PRICE ANALYSIS**

- a. Adequate competition.
- b. Eight hundred and seven notices were sent including thirty MBEs and sixteen WBEs. Four responses were received,

with no response from the MBE /WBEs.

**APPROVAL JUSTIFICATION**

- a. Best evaluated proposal.
- b. The Purchasing Office concurs with the Watershed Protection Department and the Planning and Development Review Departments recommended award
- c. Advertised in the *Austin American Statesman* and on the Internet.