



**CITY OF LODI
COUNCIL COMMUNICATION**

AGENDA TITLE: Adopt Resolution Authorizing Purchase of Permits Plus Software for Public Works, Electric Utility and Fire Departments through **Sole Supplier** Accela, of San Ramon (**\$23,965**)

MEETING DATE: September 3, 2008

PREPARED BY: Public Works Director

RECOMMENDED ACTION: Adopt a resolution authorizing the purchase of Permits Plus software for Public Works, Electric Utility and Fire Departments through sole supplier Accela, of San Ramon, California, in the amount of \$23,964.87,

BACKGROUND INFORMATION: Council approved the purchase of ten licenses of the Permits Plus software in 1997 for the Building Department. The ten licenses were shared with Public Works, Electric Utility and Fire Departments in order to fully integrate the City with the building permit process. The building permit program has since grown, resulting in more users trying to share the licenses available. Due to the limited number of licenses, some of the departments were only able to have one or two computers install the software, causing delays in the permit process.

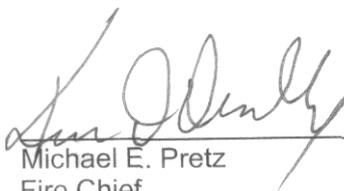
Staff is recommending that Council approve the purchase of ten more licenses in the amount of \$23,964.87, assigned to the above departments. Ten new licenses will allow the departments to install the software onto more computers, thus speeding up the communication between departments. More licenses will improve permit processing by keeping up-to-date records for each building permit that are accessible to all license holders. By streamlining the permit process across all involved departments, the City will be able to provide more expedient service to its customers both over the phone and in person while ensuring that all permit requirements are met.

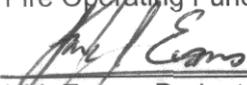
Whereas Lodi Municipal Code §3.20.070 authorizes dispensing with bids for purchase of supplies, services or equipment when it is in the best interest of the City to do so, staff recommends that Council authorize the purchase of this software through the sole supplier, Accela.

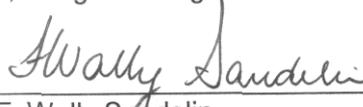
FISCAL IMPACT: In researching the purchase price, it was determined that purchasing the software licenses for all departments concurrently would save the City \$5,000.

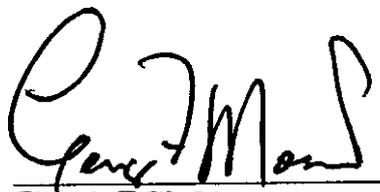
FUNDING AVAILABLE: Funds for this purchase are included in the FY 08/09 budget as follows:

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|---|-------------|
| Public Works Water Operating Fund (180451) | \$2,396.48 |
| Public Works Wastewater Operating Fund (170401) | \$2,396.48 |
| Public Works Engineering Operating Fund (103021) | \$4,792.96 |
| Electric Utility Electric Operating Fund (160612) | \$11,982.47 |
| Fire Operating Fund (102013) | \$2,396.48 |


Michael E. Pretz
Fire Chief


Kirk Evans, Budget Manager


F. Wally Sandelin
Public Works Director


George E. McDow
Public Works Director

Prepared by Chris Boyer, Junior Engineer
FWS/CB/pmf
cc: Jerry Moore, IS Network Administrator
Bob Vrabel, Building Inspector

Kevin Donnelly, Division Chief/Operations,
Danielle Rogers, Senior Administrative Clerk

APPROVED: 
Blair King, City Manager

RESOLUTION NO. 2008-174

A RESOLUTION OF THE LODI CITY COUNCIL
AUTHORIZING PURCHASE OF PERMITS PLUS
SOFTWARE FOR PUBLIC WORKS, ELECTRIC UTILITY,
AND FIRE DEPARTMENTS THROUGH SOLE SUPPLIER

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WHEREAS, Lodi Municipal Code Section 3.20.070 authorizes dispensing with bids for purchases of supplies, services, or equipment when it is in the best interest of the City to do so; and

WHEREAS, Lodi City Council approved the purchase of ten licenses of the Permits Plus software in 1997 for the Building Department, which were shared with Public Works, Electric Utility, and Fire Departments in order to fully integrate the City with the building permit process; and

WHEREAS, the building permit program has since grown, resulting in more users trying to share the ten licenses available. Due to the limited number of licenses, some of the departments were only able to have one or two computers install the software, causing delays in the permit process; and

WHEREAS, staff recommends that the City Council approve the purchase of ten more licenses in the amount of \$23,964.87, dedicated to the above departments, thus allowing the departments to install the software onto more computers, thus speeding up the communication between departments; and

WHEREAS, more licenses will improve permit processing by keeping up-to-date records for each building permit that are accessible to all license holders. By streamlining the permit process across all involved departments, the City will be able to provide more expedient service to its customers both over the phone and in person while ensuring that all permit requirements are met; and

WHEREAS, Accela, of San Ramon, California, is the sole supplier of Permits Plus software.

NOW, THEREFORE, BE IT RESOLVED that the Lodi City Council does hereby authorize the purchase of Permits Plus software for Public Works, Electric Utility, and Fire Departments through sole supplier, Accela, of San Ramon, California, in the amount of \$23,964.87.

Dated: September 3, 2008

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I hereby certify that Resolution No. 2008-174 was passed and adopted by the City Council of the City of Lodi in a regular meeting held September 3, 2008, by the following vote:

AYES: COUNCIL MEMBERS – Hansen, Hitchcock, Johnson, Katzakian,
and Mayor Mounce

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None

A handwritten signature in black ink, appearing to be "JOHL", written over a printed name "JOHL".

City Clerk