



City of Grand Island

Tuesday, August 25, 2020

Council Session

Item G-14

#2020-203 - Approving Award of Proposal for Permitting Software and Implementation

Staff Contact: John Collins, P.E. - Public Works Director

Council Agenda Memo

From: John Collins PE, Public Works Director

Meeting: August 25, 2020

Subject: Approving Award of Proposal for Permitting Software and Implementation

Presenter(s): John Collins PE, Public Works Director

Background

The application used by the Public Works Department for permitting and invoicing no longer functions consistently. Over the years this application was not updated as hardware and operating systems were improved.

Discussion

It is necessary to acquire a new application so that permitting can continue. The specifications awarded under State of Nebraska Contract No. 78128 O4 meet all of the requirements for the Public Works Department permitting system.

In addition to the functions of the existing system, the proposed replacement provide a number of benefits, including:

- Integration with current Tyler Technology Munis Financial Software, eliminating current process of manual invoicing and receipting in various systems
 - Able to handle permitting and invoicing in same system (have multiple systems currently), which will reduce payment entries and reduce chance for error
 - Improve reconciliation of invoicing and collection
- Time efficiencies could be created amongst City departments, as all have the capability of being on the same software and viewing documents
 - Reduce chances of multiple employees working the same job without knowing it
 - Improve communication amongst City staff, resulting in a positive experience with the citizen/ contractor
 - Increase internal transparency within the City
- Clean up email space, as documents can be stored within the software system
 - Will improve plan review and allow all reviewers to see all comments
- Provide a clean history of records (all current records can be transferred)

- All documents can be linked to the respective property, which will be easily accessible and found in a consistent location
- Scheduling, linear process and work flow present a considerable reduction in administrative time spent documenting and tracking
 - Applications (License Agreement, Right-of-Way, Opening, Sanitary Sewer, Storm Sewer, Public Events/ Street closure, Vacation of Public Easement/Right-of-Way, Oversize/Overweight Load, Liquor License, Code Enforcement cases, Inspection)
 - Plan Review
 - Water, Sanitary Sewer, Storm Sewer, Paving, Electrical
- Online mapping and reporting tool which will provide transparency and community interaction
- Citizen Request portal
- Collaborate with ESRI/ GIS system
 - Aerial views and map layers for public infrastructure

OpenGov, through Carahsoft Technology Corporation, offers a first year setup fee of \$77,851.62, and years 2-5 at \$49,438.62. Use of CARES funding is planned for the first year expense, with Public Works budgeting for future year expenses.

Alternatives

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Move to approve
2. Refer the issue to a Committee
3. Postpone the issue to future date
4. Take no action on the issue

Recommendation

City Administration recommends that the Council approve the software permitting system and implementation award to OpenGov, through Carahsoft Technology Corporation of Reston, Virginia.

Sample Motion

Move to approve the award.

RESOLUTION 2020-203

WHEREAS, Public Works Department has a failing Access database, which used for permit issuance and monthly invoicing; and

WHEREAS, the specifications awarded under State of Nebraska Contract No. 78128 O4 meet all of the requirements for the Public Works Department permitting system; and

WHEREAS, purchasing the permitting system from the State Contract Holder meets all statutory bidding requirements; and

WHEREAS, the funding for such permitting software will be covered by the CARES act for the first year in the amount of \$77,851.62, with years 2-5 budgeted by Public Works in the amount of \$49,438.62 annually.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that the purchase of a software permitting system and implementation from OpenGov, through Carahsoft Technology Corporation of Reston, Virginia is hereby approved.

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized and directed to execute such agreement on behalf of the City of Grand Island.

- - -

Adopted by the City Council of the City of Grand Island, Nebraska, August 25, 2020.

Roger G. Steele, Mayor

Attest:

RaNae Edwards, City Clerk

Approved as to Form	☐ _____
August 20, 2020	☐ City Attorney