

**THIS IS A DRAFT AND WILL BE REPLACED BY THE FINAL, SIGNED  
ORDINANCE OR RESOLUTION ADOPTED BY CITY COUNCIL.**

**ORDINANCE**

**APPROVING A CONTRACT WITH PERMITROCKET SOFTWARE,  
LLC DBA EPERMITHUB FOR A TOTAL COST OF \$1,153,737.84 FOR  
THE DELIVERY OF AN ELECTRONIC PLAN REVIEW SOFTWARE  
SOLUTION AND FOR SERVICES REQUIRED TO INTEGRATE THE  
SOLUTION FUNDED THROUGH THE FY 2019-2024 CAPITAL  
BUDGET.**

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**WHEREAS**, the Development Services Department is responsible for assisting customers through the development process and enforcing municipal codes, ordinances and regulations regarding the protection of health, safety and welfare of the citizens of San Antonio; and

**WHEREAS**, in order to streamline and improve the development process and code enforcement activities, the Development Services Department, with assistance from the Information Technology Services Department, sought to modernize its antiquated, standalone software systems; and

**WHEREAS**, on June 18, 2015, the City entered into a contract with Accela, Inc., authorized by Ordinance 2015-06-18-0524, for a comprehensive Land Development, Permit, Inspection, Licensing, and Compliance Management software system, known as BuildSA; and

**WHEREAS**, on June 15, 2017, the City entered into a contract with GCOM Software, LLC, authorized by Ordinance 2017-06-15-0431, for the continued implementation services of BuildSA; and

**WHEREAS**, on October 1, 2018, Release 1 of BuildSA was successfully launched; and

**WHEREAS**, on January 10, 2019, the City entered into a contract with GCOM Software, LLC, authorized by Ordinance 2019-01-10-0002, for the implementation of Release 2 of BuildSA; and

**WHEREAS**, at the time of contract award on January 10, 2019 for the implementation of Release 2, the Development Services and Information Technology Services Departments informed the City that a contract for an integrated and comprehensive Electronic Plan Review solution would be presented for City Council consideration later this fiscal year; and

**WHEREAS**, City Council Action on January 10, 2019 also appropriated funds for the Electronic Plan Review Software solution pending the outcome of the procurement process; and

**WHEREAS**, on February 13, 2019, the City issued a Request for Competitive Sealed Proposal with a submission deadline of March 15, 2019 for the procurement of the Electronic Plan Review Software solution; and

**WHEREAS**, the City received a total of eight proposed solutions from five respondents, and PermitRocket Software, LLC is recommended for contract award based on the City's evaluation process; **NOW THEREFORE**:

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** The terms and conditions of the Agreement for Electronic Plan Review Software between the City of San Antonio and PermitRocket Software, LLC in the form attached hereto and incorporated herein for all purposes as **Attachment I**, are hereby approved. The City Manager or designee, or the Director of Finance or designee, is hereby authorized to enter and execute said agreement, contingent upon acceptance by the participating parties identified in the Agreement.

**SECTION 2.** Funding in the amount of \$537,786.78 for this ordinance is available in Fund 40099000, WBS Element 09-0065-04-01, and GL 5304075.

**SECTION 3.** Additional funding of \$615,951.56 is contingent upon City Council approval of subsequent budgets within the term length of this contract.

**SECTION 4.** Payment is authorized to be encumbered and made payable to PermitRocket Software, LLC for the delivery of an Electronic Plan Review Software solution, as well as services required to integrate the solution. Payment is limited to the amounts budgeted in the Operating and/or Capital Budget funding sources identified. All expenditures will comply with approved operating and/or capital budgets for current and future fiscal years.

**SECTION 5.** The financial allocations in this Ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific Fund Numbers, Project Definitions, WBS Elements, Internal Orders, Fund Centers, Cost Centers, Functional Areas, Funds Reservation Document Numbers, and GL Accounts as necessary to carry out the purpose of this Ordinance.

**SECTION 6.** This Ordinance shall be effective immediately upon passage by at least eight (8) votes and the 10th day after passage if by fewer than eight (8) votes.

JG  
06/06/2019  
Item No.

**PASSED AND APPROVED** this 6th day of June, 2019.

**M A Y O R**  
Ron Nirenberg

**ATTEST:**

**APPROVED AS TO FORM:**

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Leticia M. Vacek, City Clerk

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Andrew Segovia, City Attorney

# Attachment I

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