



City of San Antonio

Agenda Memorandum

File Number: 15-6227

Agenda Item Number: 6.

Agenda Date: 12/17/2015

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: CityWide

SUBJECT:

Right of Way Management

SUMMARY:

This ordinance authorizes a one year contract with Carahsoft Technology Corporation (Carahsoft) for an initial cost of \$240,985.00, to provide the Transportation and Capital Improvements Department (TCI) with the Right of Way Management (ROWM) solution, with a one year renewal option in the amount of \$223,125.00, for a total cost of \$464,110.00.

BACKGROUND INFORMATION:

Submitted for City Council consideration and action is the attached Statement of Work submitted by Carahsoft to provide a new integrated right of way management solution. The current ROWM contract with Deloitte Financial Advisory Services expires March 31, 2016 and vendor is phasing out this solution.

The City is transitioning ROWM from the current business partner to the Accela Enterprise platform through Carahsoft. The Accela solution includes functional modules such as Utility Coordination, Permit with Workflow and Document Attachment Management. The ROWM will provide a review of agency Geographic Information Services (GIS) mapping technology and project data sources, identify any potential issues, and perform the initial data load into the ROWM system. Web-based training sessions will be provided leading up to the solution implementation.

This item is being purchased through the General Services Administration (GSA) cooperative, contract number GS-35F-0119Y, in compliance with the provisions of Texas Local Government Code 271.103.

ISSUE:

This contract will provide the City of San Antonio a review of agency GIS and project data sources, identify any potential issue and perform the initial data load/import into ROWM system. This ROWM will integrate the City's current Development Services enterprise system. Additionally, the system will provide assistance in re-defining the business process surrounding the new system and training will be provided to identified departments and users.

This contract is within the scope of the Small Business Economic Development Advocacy (SBEDA) Program. However, due to the type of commodities/services being procured and value of the contract, no SBEDA tool is available.

This contract is an exception to the Local Preference Program.

The Veteran-Owned Small Business Preference Program does not apply to non-professional service contracts, so no preference was applied to this contract.

ALTERNATIVES:

The current system will not be supported by the vendor after March 31, 2016. The City can continue to use the current system, but it is based on old technology and prone to fail and impact customer service and revenue for the Right of Way Management Division.

FISCAL IMPACT:

The purchase of the software licenses, system implementation and integration is for a total cost of \$464,110.00 over a period of two years. Of this amount, \$250,000 is available in the Right of Way Funds in the Enterprise Land Management System Project and included in the 2016-2021 Capital Improvement Program. Funds for year 2 will be included in the FY 2017 Right of Way Management Fund contingent upon future available funding and City Council approval.

RECOMMENDATION:

Staff recommends the approval of the contract with Carahsoft Technology Corporation for a total cost of \$464,110.00.

This contract is procured through cooperative purchasing and a Contract Disclosure Form is not required.