



City of San Antonio

Agenda Memorandum

File Number: 14-2789

Agenda Item Number: 8.

Agenda Date: 12/4/2014

In Control: City Council A Session

DEPARTMENT: Development Services

DEPARTMENT HEAD: Roderick Sanchez

COUNCIL DISTRICTS IMPACTED: City Wide

SUBJECT:

Amendment to Professional Services Agreement for Permit & Inspection Consultant

SUMMARY:

This Ordinance authorizing an amendment to a professional services contract with Gartner, Inc. in the amount not-to-exceed \$150,000 for consulting services to provide the Development Services Department with ongoing support for the replacement of its land development, permitting, inspection and code enforcement software. This amendment will also extend this contract through June 2015. Funding for this amendment was allocated in FY 2015 budget for the Hansen/ECCO Project.

BACKGROUND INFORMATION:

The Development Services Department is responsible for protecting the health, safety, and quality of life of the citizens of San Antonio through regulation of land and building development and through enforcement of property maintenance and quality of life related codes. The department currently conducts its business using three main systems: (1) Hansen - a system implemented over 11 years ago; (2) ECCO -a mainframe system built by ITSD over 25 years ago; and (3) TPlat - another mainframe system built by ITSD over 25 years ago. In addition, the department uses other smaller systems such as the Land Development System and Microsoft databases.

Development Services is seeking to modernize its computer software to (1) provide a single point of

information for all land development, zoning, variance, appeals, permitting, inspections, licensing, and violation enforcement information related to a City location; (2) improve online services and increase information transparency; 3) improve operating efficiencies by consolidating or integrating multiple systems to support development and code enforcement processes; and 4) provide a solution which can be leveraged across the City to realize potential synergies across City business services. The total cost of ownership of the new system is anticipated to be \$22 million over a five year period.

Development Services is set up in an Enterprise Fund and has a budget reserve for capital projects. As such, FY 2015 budget includes an allocation of \$5.5 million from the capital project reserve to finance the replacement of Development Services computer systems. In addition, \$3 million was allocated to initiate the replacement of Code Enforcement mainframe database.

On January 30, 2014, City Council approved and issued Ordinance 2014-01-30-0060, accepting the proposal from Gartner, Inc. to provide Development Services Department assistance with project initiation, strategy development, project planning, requirements gathering, and developing a Request for Competitive Sealed Proposal (RFCSP) to replace Development Services legacy systems. The contract value total was \$595,000. Thereafter, the contract was amended to include the Land Development System (LDS) and all associated processes into the replacement of the permitting, inspection and code enforcement systems in the amount of \$40,000.

With the assistance of Gartner, a Request for Competitive Sealed Proposal (RFCSP) was issued on September 16, 2014, with a closing date of December 5, 2014. Gartner's services under the existing contract ends with the development of an evaluation matrix for the responses to the RFCSP. The contract termination date is January 31, 2015.

Amendment

This contract amendment authorizes Gartner to provide additional procurement and project related support. Gartner will assist through the evaluation process to ensure that proposed requirements are based on the existing Use Cases Gartner developed for the City. In addition, Gartner will also conduct an analysis of the proposed solutions to identify potential risks and concerns, estimate total cost of ownership and conduct an analysis of the technical and functional aspects to confirm that the City's requirements were met. This amendment with Gartner, Inc. is for the amount not-to-exceed of \$150,000 as identified in the attached Task Order Form. This amendment will also extend the original term of the contract through June 30, 2015.

ISSUE:

The Ordinance approves an amendment in the increased amount not to exceed \$150,000 to the professional services agreement with Gartner for additional procurement support services and an analysis of the proposed solutions.

The original proposals were evaluated based on several weighted factors, to include experience, background, and qualifications, proposed plan and price. Other factors included SBE Prime Contract Program, M/WBE Prime Contract and the Local Preference Program. The Local Preference Program was applied in the evaluation of responses received for this contract; however, the highest ranked firm is not a local business.

The Veteran-Owned Small Business Preference Program was not in effect when this contract was awarded, so no preference was applied to this contract.

ALTERNATIVES:

City Council could elect to not approve the authorization of this amendment. However, Gartner's industry related experience and understanding of the complex nature of replacing a land development, permitting, inspection and code enforcement system is critical to the success of this highly technical project.

FISCAL IMPACT:

This contract amendment authorizes Gartner to provide additional consulting services for an amount not-to-exceed \$150,000 available through the Hansen/ECCO Project. Funding for this agreement is provided in the FY 2015 Budget for the Development Services Fund.

RECOMMENDATION:

Staff recommends approval of the amendment to the professional services contract with Gartner, Inc. in the amount of \$150,000 as well as the extension of the contract through June 30, 2015.

The original contract was procured on the basis of an RFP and required a Contract Disclosure Form which has been included.