



City of San Antonio

Agenda Memorandum

File Number:20-3026

Agenda Item Number: 7.

Agenda Date: 5/14/2020

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT DIRECTOR: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Annual Contract for Right of Way Maintenance & Support

SUMMARY:

This ordinance authorizes a contract with Accela, Inc. for the continued maintenance and support of the Right of Way Management ("ROWM") solution which provides a review of agency Geographic Information Services ("GIS") mapping technology and product data sources. This contract shall begin upon award by City Council for a one-year period. At City's option, this Contract may be renewed for three additional one-year period(s) for a total contract value of \$771,962.86. Funding for this contract is available from the Right of Way Management Fund.

BACKGROUND INFORMATION:

The City of San Antonio's ROWM is responsible for a variety of permits related to construction and non-construction activities within the City's infrastructure. In order to ensure public safety and mobility, permits are required to operate in the City's right of way. Through permitting, the City can ensure that all construction activities are well coordinated, and impacts are mitigated to reduce public inconvenience, guarantee proper street repair and ensure all regulations are enforced appropriately.

The Accela ROWM solution, which includes functional modules such as Permit with Workflow and Document Attachment Management, was initially procured through a cooperative contract in 2016. The ROWM provides a review of agency GIS mapping technology and project data sources and identifies any potential issues.

The Accela Right of Way Management ("ROWM") solution is a subscription-based solution. This contract will

provide continued maintenance and support between Accela, Inc. and the City of San Antonio.

These items are being purchased as Sole Source in accordance with Texas Local Government Code 252.022 (a) 7. No other source can supply the items listed nor can any comparable item fulfill the same requirements. Vendor acknowledges, with his/her signature, that all items offered are considered a Sole Source.

ISSUE:

This contract is exempt from competitive bidding and is excluded from the scope of the SBEDA program.

The recommended award is an exception to the Local Preference Program.

The Veteran-Owned Small Business Preference Program does not apply to goods/supplies contracts, so no preference was applied to this contract.

ALTERNATIVES:

Should the contract not be approved, the City will not have access to functional modules such as Permit with Workflow and Document Attachment Management nor would the City have the continued maintenance and support for the Right of Way Management solution.

FISCAL IMPACT:

This ordinance approves a contract with Accela, Inc. for the continued maintenance & support of the Right of Way Management solution which provides a review of agency Geographic Information Services mapping technology and product data sources. This contract shall begin upon award by City Council for a one-year period; with the option to renew under the same terms and conditions for three additional one-year period(s) for a total contract value not to exceed \$771,962.86. Funding for this contract is available under the Right of Way Management Fund.

RECOMMENDATION:

Staff recommends approval of the contract with Accela, Inc. in the amount of \$771,962.86 for the continued maintenance and support of the Right of Way Management solution which provides a review of agency GIS mapping technology and product data sources.

This contract was procured on the basis of a Sole Source Exemption and a Contract Disclosure Form is not required.