



City of San Antonio

Agenda Memorandum

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In Control: High Profile Contract Council Committee

**CITY OF SAN ANTONIO
DEVELOPMENT SERVICES DEPARTMENT
INTERDEPARTMENTAL CORRESPONDENCE**

TO: Sheryl Sculley, City Manager

FROM: Roderick J. Sanchez, AICP, CBO, Director, Development Services

COPY: High Profile Contract Council Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Ed Belmares, Assistant City Manager; Troy Elliott, CPA, Finance Director; Kevin Barthold, City Auditor

SUBJECT: Post-Solicitation Briefing for Land Development, Permit, Inspection, Licensing and Compliance Management Software System

DATE: April 14, 2015

In August 2014, the Development Services Department presented a pre-solicitation briefing for the procurement of a Land Development, Permit, Inspection, Licensing and Compliance Management Software System. Now, in alignment with our project schedule, the solicitation is complete. This post-solicitation briefing will outline the scope of the project and provide an overview of the results of the solicitation process, timeline, term and value of the project.

The scope of this project is to replace Development Service's Land, Permit, Inspection, License and Compliance Management systems. These systems are based on legacy technologies that are unable to easily adapt to changing business needs. Current challenges include insufficient mobile workforce technology capabilities, process inefficiencies due to paper-based practices, overall system limitations and a lack of robust reporting and business analytics.

A total of 45 members participated in this solicitation, including representatives from Development Services, Information Technology Services, Office of Historic Preservation, Health, Police, Fire, Transportation and Capital Improvements departments and external City stakeholders from SAWS, CPS, Real Estate Council of San Antonio, and Gartner. With Gartner's oversight and an eight member voting panel, members participated in preparing a Request for Competitive Sealed Proposals (RFCSP) which was released on September 9, 2014. During the 3 month solicitation phase, members also participated in a pre-submittal conference with 18 vendors

in attendance and, after the response due date, evaluated a total of five vendor responses. Designees of the voting panel conducted onsite interviews with client references followed by two vendor demos/interviews and formal scoring meetings resulting in a final selection. The selected vendor will achieve the City's goal of providing a single online portal for Licensing, Permitting, Inspections, Code Enforcement, Plat, MDP/PUD Land Development, Variance/Appeals, Board Hearings, Electronic Plan/Plat Review services and provide greater customer service to the City, increase operational efficiencies across lines of business, maintain system and data security, and enable greater transparency into our operations.