

MEMORANDUM

TO: City Council

FROM: Alfred D. Lott
City Manager

SUBJECT: Waive Bidding for GovSense Software
R-15-19

DATE: March 5, 2019

The FY19 budget contains \$190,000 for the purchase of software to improve the data management capabilities of Code Enforcement, Animal Control and Economic Development. This software would be used primarily by staff, but there would be an interface on the City's website to improve functionality for citizens. Some of these improvements include the ability to submit building permits on line and pay for Code Enforcement and Animal Control items such as rental license on line.

City staff researched and tested several software products for usability, functionality, reporting, geographic information systems (GIS) integration, mobile use, and improving the citizens' ability to conduct business on line. After testing, it was determined that GovSense provided the solution that best suits the City's needs.

This is a software subscription service with a three year contract. The costs associated with this project are:

- **GovSense License** that includes the modules for permitting, inspections, code enforcement, animal control, economic development, GIS interface, and rental licensing.
- **GovSense Support** is included in the first year.
- **Estimated Implementation** is based on other municipalities' implementation of this product. These costs include a sandbox environment for testing, custom configuration of the modules to meet existing City practices, conversion of data from existing sources, and end user training. Implementation expenses will be charged as expenses are incurred.
- **Oracle- NetSuite License** is the underlying technology framework, hosting and online portal for the product.

The costs over three years are as follows:

	Year 1	Year 2	Year 3
GovSense License	\$25,158	\$25,158	\$25,158
GovSense Support	\$0	\$15,000	\$15,000
Estimated Implementation	\$100,000	\$0	\$0
Oracle License	\$53,832	\$48,939	\$48,939
Total	\$178,990	\$89,097	\$89,097

In accordance with City Charter Section 61, we are requesting that Council waive bidding requirements and allow for the issuance of a Purchase Order to GovSense in the amount of \$125,158 and to Oracle in the amount of \$53,832.

I concur with the above recommendation and request your approval of R-15-19.

ADL/DH
Attachment

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
WAIVING THE COMPETITIVE BIDDING REQUIREMENTS OF SECTION
61 OF THE CITY CHARTER TO ALLOW FOR THE PURCHASE OF
GOVSENSE SOFTWARE

WHEREAS, the City's FY 2019 budget allocates funds in the amount of \$190,000 to purchase software to improve the data management of Code Enforcement, Animal Control and Economic Development; and

WHEREAS, City staff conducted extensive research and testing on various aspects of available software including usability, functionality, reporting, geographic information systems integration, mobile use, and improving functionality for citizens; and

WHEREAS, it was determined that GovSense best suits the City's needs; and

WHEREAS, GovSense provided a quote for an annual cost of \$25,158 for a three year contract; and

WHEREAS, support is included in the first year and will cost \$15,000 for the second and third years; and

WHEREAS, the estimated implementation cost for the first year will be \$100,000; and

WHEREAS, there will be a contract with Oracle to provide the underlying technology framework that will cost \$53,832 for the first year and \$48,939 for the second and third years; and

WHEREAS, if the City is satisfied with the performance of the software, the contract is renewable for an additional three years; and

WHEREAS, Staff has determined that there is no software available with comparable features to the GovSense software and therefore seeking bids through the RFP process would not be expected to yield better results.

NOW THEREFORE, BE IT RESOLVED, by the Council of the City of Bowie, Maryland, upon a two-thirds vote, that the bidding requirements of Section 61 of the City Charter are hereby waived; and

BE IT FURTHER RESOLVED, by the Council of the City of Bowie, Maryland that the City Manager is authorized to sign a contract and issue a purchase order to Accela in the amount of \$125,158.

BE IT FURTHER RESOLVED, by the Council of the City of Bowie, Maryland that the City Manager is authorized to sign a contract and issue a purchase order to Oracle in the amount of \$53,832.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on March 18, 2019.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

G. Frederick Robinson
Mayor