

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b>	November 20, 2017
	<b>Agenda Item No.</b>	<b>35</b>
	<b>Roll Call No.</b>	<b><u>17-1965</u></b>
	<b>Communication No.</b>	<b><u>17-782</u></b>
	<b>Submitted by:</b>	<b>Phillip Delafield, Community Development Director</b>

**AGENDA HEADING:**

Approving amendment to contract with Plante & Moran, LLC for consultant services for needs assessment for a permitting, inspection and licensing system, and authorizing the City Manager to execute same.

**SYNOPSIS:**

Plante & Moran LLC was contracted to assist the City with conducting a needs assessment, preparing an RFP, and selecting a vendor to replace Tidemark, the City’s permitting, inspections, and licensing software. Due to the complexity of the RFP, additional time was spent in this stage of the process. Staff are now evaluating proposals and preparing to select a software provider. Extending the contract to March 1, 2018 will allow the City to continue using Plante & Moran LLC’s consulting services for the remainder of the project, maximizing success during contract negotiations.

**FISCAL IMPACT:**

The amendment extends the time period at the original cost.

**ADDITIONAL INFORMATION:**

**PREVIOUS COUNCIL ACTION(S):**

Date: September 26, 2016

Roll Call Number: [16-1619](#)

Action: [Proposal](#) from Plante & Moran, LLC to provide a needs assessment for a permitting, inspection and licensing system, \$150,000. ([Council Communication No. 16-528](#)) Moved by Gray to adopt. Motion Carried 6-1. Absent: Hensley.

**BOARD/COMMISSION ACTION(S): NONE**

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:**

Contract negotiations will begin in January, 2018 for the software replacement. Implementation of the new software will begin when the contract is executed.

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