**SUBJECT: ENTERPRISE PERMITTING AND LAND USE SOFTWARE AS A SERVICE (SaaS) SOLUTION**

**BID #: ESC-0503-18** **OPEN DATE: 2018-10-17**

## COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

**KIND AND BASIS OF CONTRACT:** SERVICE CONTRACTS- FIVE (5) YEARS FROM DATE OF CONTRACT EXECUTION WITH ONE (1) ADDITIONAL THREE (3) YEAR OPTION

**AGENCY:** INFORMATION TECHNOLOGIES DIVISION/ VARIOUS DEPARTMENTS

**BASIS OF AWARD:** EVALUATION CRITERIA

**NUMBER OF BIDS INVITED:** 19 **NUMBER RECEIVED:** 6 **OTHER:** 2

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**
Recommend approval to reduce the award with Tyler Technologies, Inc. in the amount of $40,525.00 for ENTERPRISE PERMITTING AND LAND USE SOFTWARE AS A SERVICE (SaaS) SOLUTION. The purpose of the reduction is to incorporate Change Order TY-EG-2021-516. The change order will remove the Engineering System and its five (5) associated deliverable tasks. The revised total expenditure not to exceed $11,779,948.50. All other terms and conditions of the original contract shall remain the same and in full force and effect.

FUNDING SOURCES: 53101.113001.531180 and 53106.11302.565220.000638. To be executed by formal contract amendment to City Contract 70432-20 through the Office of General Counsel.

**ATTACHMENTS:** Recommendation Memo, Change Order, Previous Award

**ANALYST:** _____ RUBEN OLA

**RESPECTFULLY SUBMITTED:** _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

**CONCURRENCE BY:** Kenneth Lathrop, Chief of Information Technologies / CIO

**(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)**
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

**ACTION OF AWARDING AUTHORITY** DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

INFORMATION TECHNOLOGIES DIVISION

# CITY OF JACKSONVILLE

**DATE:** April 14, 2021

**TO:** Greg Pease, Chief of Procurement Division

**THRU:** Kenneth E. Lathrop, Chief of Information Technologies / CIO

Kenneth E. Lathrop — Digitally signed by Kenneth E. Lathrop Date: 2021.04.20 11:01:56 -04'00'

**FROM:** Thomas Ossi, Technology Contract and Records Manager

THOMAS OSSI — Digitally signed by THOMAS OSSI Date: 2021.04.14 16:27:33 -04'00'

**RE:** **ESC-0503-18 Enterprise Permitting and Land Use Software as a Service (SaaS) Solution – Amendment 2**

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The Information Technologies Division (ITD) requests approval to reduce the awarded amount for ESC-0503-18 Enterprise Permitting and Land Use Software as a Service (SaaS) Solution with Tyler Technologies, Inc. The purpose of the reduction is to incorporate Change Order TY-EG-2021-516. The change order will remove the Engineering System and its five (5) associated deliverable tasks as per the change order document.

ITD Management requests a $40,525.00 reduction for the initial term of the agreement, reducing the contract not-to-exceed amount from $11,820,473.50 to $11,779,948.50. All other terms and conditions of the original contract and award shall remain in full force and effect.

Upon award approval, a request for a formal contract amendment to City Contract 70432-20 will be made through the Office of General Counsel.

FUNDING SOURCES: 53101.113001.531180
53106.113002.565220.000638

Tracy Geake — Digitally signed by Tracy Geake Date: 2021.04.14 16:37:33 -04'00'

Your favorable consideration of ITD's request is appreciated.

**Attachments:** ESC-0503-18
Change Order TY-EG-2021-516
Contract 70432-20 Amendment 1

**CC:** Cheryl Bradley, Applications Development Project Manager
Paul Freeman, Enterprise Applications Manager
Elizabeth Brown, IT Operations Manager
Alexander Ciprian, IT Contract Administrator

# Jacksonville (City of) - Change Order: TY-EG-2021-516

*Tyler Technologies*

Title: City of Jacksonville: Remove Engineering System Deliverables from Scope

Contract: 70432-20

Date: 2/26/2021

Client Project Manager: Cheryl Bradley

Tyler Project Manager: Staton, Eboni

## PROPOSED CHANGE

### Change Description

The City of Jacksonville, FL has requested that the Engineering System be removed from project scope. The Engineering System has 5 associated deliverable tasks that need to be removed. Those tasks are:

| | |
|---|---|
| 4.2.3.13 Engineering Plan Review Req. Analysis Results | $5,000.00 |
| 4.2.4.12 Engineering Configuration and Gap Analysis Results | $11,000.00 |
| 4.2.7.12 Engineering Plan Review Prototype Development | $10,025.00 |
| 4.4.2.14 Engineering System Issue Resolution System Testing | $7,500.00 |
| 4.4.3.14 Engineering System Issue Resolution UAT | $ 7,000.00 |

Total for Change Order is - $40,525

## IMPACT OF CHANGE

### Schedule

| Task | Overall Shift In Weeks |
|---|---|
| Removal of Engineering System Deliverables from Project Scope | 0 |

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| Cost | | | | | |
|---|---|---|---|---|---|
| Tasks: | Task Category | Fixed Fee | Billable Hrs. | Non-Billable Hrs. | Rate |
| REMOVE 4.2.3.13 Engineering Plan Review Req. Analysis Results | Milestone Based Contract | -5000 | | | $ |
| REMOVE 4.2.4.12 Engineering Configuration and Gap Analysis Results | Milestone Based Contract | -11000 | | | $ |
| REMOVE 4.2.7.12 Engineering Plan Review Prototype Development | Milestone Based Contract | -10025 | | | $ |
| REMOVE 4.4.2.14 Engineering System Issue Resolution System Testing | Milestone Based Contract | -7500 | | | $ |
| REMOVE 4.4.3.14 Engineering System Issue Resolution UAT | Milestone Based Contract | -7000 | | | $ |

Est. Billable Effort: 0 Est. Non-Billable Effort: 0

Est. Billable Value: $0 Est. Non-Billable Value: $0 Fixed Fee Value: $-40525

**Change Total: $-40525**

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## Acceptance

Note: No changes may be made to this project without the agreement of the Project Manager(s) and must be approved by the Project Director. Submit endorsed Change Order to the Tyler Technologies Project Manager.

| Approval Date | Title | Approved By | Signature |
|---|---|---|---|
| 3/2/2021 | Project Manager | Staton, Eboni | Eboni K. Staton |
| 3/2/2021 | PMO Manager | Olsen, Jamie | Jamie Olsen |
| 3/2/2021 | Implementation Manager | Lawrence, Stanley | Stanley D. Lawrence, Jr. |
| 3/2/2021 | VP, Professional Services | Stubbs, Peter | Peter D. Stubbs |
| | Client Project Manager | Cheryl Bradley | Cheryl Bradley Digitally signed by Cheryl Bradley Date: 2021.03.03 07:43:09 -05'00' |
| | Enterprise Applications Manager | Paul Freeman | Paul Freeman Digitally signed by Paul Freeman Date: 2021.03.03 07:46:41 -05'00' |
| | CIO | Kenneth Lathrop | Kenneth E. Lathrop Digitally signed by Kenneth E Lathrop Date: 2021.03.03 08:03:28 -05'00' |

**SUBJECT:** ENTERPRISE PERMITTING AND LAND USE SOFTWARE AS A SERVICE (SaaS) SOLUTION

**BID #:** ESC-0503-18

**OPEN DATE:** 2018-10-17

## COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

**KIND AND BASIS OF CONTRACT:** SERVICE CONTRACTS- FIVE (5) YEARS FROM DATE OF CONTRACT EXECUTION WITH ONE (1) ADDITIONAL THREE (3) YEAR OPTION

**AGENCY:** INFORMATION TECHNOLOGIES DIVISION/ VARIOUS DEPARTMENTS

**BASIS OF AWARD:** EVALUATION CRITERIA

**NUMBER OF BIDS INVITED:** 19 **NUMBER RECEIVED:** 6 **OTHER:** 2

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**
Recommend approval to reduce the award with Tyler Technologies, Inc. in the amount of $159,332.50 for ENTERPRISE PERMITTING AND LAND USE SOFTWARE AS A SERVICE (SaaS) SOLUTION. The purpose of the reduction is to align the award amount to reflect the elimination of one (1) quarterly payment from the Year 1 Saas Fee Payment. The revised total expenditure not to exceed $11,820,473.50. All other terms and conditions of the original contract shall remain the same and in full force and effect.

FUNDING SOURCES: 53101.113001.531180 and 53106.11302.565220.000638. To be executed by formal contract through the Office of General Counsel.

**ATTACHMENTS:** Recommendation Memo, Vendor Proposal, Contract, Previous Award

**ANALYST:** _____ RUBEN OLA

**RESPECTFULLY SUBMITTED:** _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

**CONCURRENCE BY:** Kenneth Lathrop, Chief of Information Technologies / CIO

**(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)**
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 3/4/2021

OTHER: _____

**ACTION OF AWARDING AUTHORITY** DATE 3/8/21

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of
Executive Order No. 2019-02