



*City of Arts & Innovation*

# City Council Memorandum

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**TO: HONORABLE MAYOR AND CITY COUNCIL                      DATE: JANUARY 14, 2020**

**FROM: INNOVATION AND TECHNOLOGY DEPARTMENT    WARDS: ALL**

**SUBJECT: MEMORANDUM OF UNDERSTANDING NO. M-024-19 WITH SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS FOR GRANT FUNDS IN THE AMOUNT OF \$499,700 FOR INTEGRATED ELECTRONIC PLANS SOLUTION PROJECT AND TECHNOLOGY IMPLEMENTATION SERVICES AGREEMENT WITH COMPUTRONIX (U.S.A.), INC. FOR LICENSING AND SERVICES FOR INTEGRATED ELECTRONIC PLAN SOLUTION WITH A TERM ENDING DECEMBER 31, 2020 IN A TOTAL AMOUNT OF \$390,980 IN ACCORDANCE WITH PURCHASING RESOLUTION 23256, SECTION 702(G)**

## **ISSUES:**

Authorize the acceptance of the Future Communities Pilot Program grant award in the amount of \$499,700 from the Southern California Association of Governments; authorize the execution of the Memorandum of Understanding No. M-024-19 with Southern California Association of Governments for the Integrated Electronic Plans Solution Project; and approve the Technology Implementation Services Agreement with Computronix, (U.S.A), Inc. for licensing and services for integrated Electronic Plan Solution with a term ending December 31, 2020 in a total amount of \$390,980 in accordance with Purchasing Resolution 23256, Section 702(g).

## **RECOMMENDATIONS:**

That the City Council:

1. Authorize the acceptance of the Future Communities Pilot Program grant award in the amount of \$499,700 from the Southern California Association of Governments;
2. Authorize the City Manager, or his designee, to execute the Memorandum of Understanding No. M-024-19 with Southern California Association of Governments for grant funds in the amount of \$499,700, with a local agency match of \$166,600 in in-kind staff hour services, for the Integrated Electronic Plans Solution Project (Attachment "1"), including making minor, non-substantive changes, and to sign all documents and instruments necessary to complete the transaction;
3. Authorize an increase in estimated revenues in the amount of \$499,700 in the Fund 215,

Project Revenue Account, and appropriate expenditures in the same amount in the Fund 215, Project Expenditure Account;

4. Approve the Technology Implementation Services Agreement with Computronix (U.S.A.), Inc. for licensing and services for integrated Electronic Plan Solution with a term ending December 31, 2020 in a total amount of \$390,980 in accordance with Purchasing Resolution 23256, Section 702(g), and;
5. Authorize the City Manager, or designee, to execute the Technology Implementation Services Agreement with Computronix (U.S.A), Inc., and all related documents, including making any minor non-substantive changes as necessary to effectuate the Agreement.

### **BACKGROUND:**

The Southern California Association of Governments (SCAG) Future Communities Pilot Program is a new grant opportunity designed to provide local cities and counties with the resources needed to reduce vehicle miles traveled (VMT) with new technology and data solutions. The goals of the Future Communities Pilot Program are to apply new technologies to test innovative approaches for reducing emissions-producing VMT from local travel and municipal operations; improve efficiency and reduce the costs of city and county municipal services; and identify and quantify relative impacts of a variety of technology-based VMT reduction strategies.

On December 11, 2018, City Council authorized the Department of Innovation and Technology to prepare and submit a grant proposal in an amount up to \$500,000 to develop and implement enhancements to the City's electronic Plan (e-Plan) Review portal.

On December 13, 2018, the City applied for and was subsequently awarded a grant through the Southern California Association of Governments (SCAG) 2018 Future Communities Pilot Program that is designed to provide local cities and counties with the resources needed to reduce emissions-producing vehicle miles traveled (VMT) using new technology and data solutions. The objective of the project is to implement a software upgrade and enable a new e-Plan Review solution in the POSSE LMS environment recently provided through the City's current vendor, Computronix USA Inc.

### **DISCUSSION:**

As part of its Business Ready program, the City launched ePlan Review, an efficient, cost effective method for businesses and residents to have plans submitted during the plan check process. ePlan Review is designed to save businesses and homeowners valuable time and money during the plan check process and enables more streamlined routing and expeditious processing of plans. The solution is available for both building plan checks and planning cases.

The SCAG Future Communities Pilot Program grant provides funding for the City to replace the ePlan Review portal with a fully integrated solution ePlan solution. Upon approval of the Computronix Agreement, the City Manager will execute the MOU with SCAG and the City will

receive \$499,700 in grant funds for the project. The MOU also obligates the City to a local agency match of \$166,600 in in-kind staff hour services.

The POSSE ePlans system will improve the user experience and will provide a single, integrated ePlans solution with the City of Riverside Community and Economic Development Department's POSSE Land Management System for the City's plans reviewers and external authenticated customers. The modifications are expected to increase the percentage of ePlans submittals significantly. Additionally, they will introduce efficiencies during the plan check process, eliminate redundant and difficult plans workflow management, and save staff hours. The module will essentially eliminate the need for business and residential customers to travel to and from City Hall during the plan check review process, which will contribute to a significant reduction in VMT throughout the City of Riverside.

When the City awarded an agreement to Computronix in 2015 for their Land Management System (LMS), Computronix did not have an ePlans software module. Since the award, they have developed the ePlans module for their LMS. The unique value this solution provides is in being a fully integrated solution with the LMS. Staff performed market research and determined there are no other ePlans offerings with the level of integration to the Computronix POSSE Permitting system. For example, POSSE ePlans integrates directly into the POSSE LMS workflow system, something no third party software can do. Additionally, Computronix (U.S.A.), Inc. is the original software manufacturer for both the POSSE system, as well POSSE ePlans.

Recently, Pittsburg PA performed an RFP 2016-0035 for the award of a Land Management System, including ePlans module, to Computronix (U.S.A.) Inc. and Computronix (U.S.A.) is offering the same or better price to the City. Therefore, this acquisition complies with Purchasing Resolution No. 23256, Section 702 (g) which states, "Competitive Procurement through the Informal Procurement and Formal Procurement process shall not be required .... When Services can be Procured from a Contractor who offers the same or better price, terms and conditions as the Contractor previously offered as the Lowest Responsive Bidder under Competitive Procurement or negotiations conducted by the City or another public agency, provided that, in the opinion of the Manager, it is in the best interests of the City to do so".

The Purchasing Manager concurs that this purchase is in compliance with Purchasing Resolution No. 23256, Section 702 (g) and the Community and Economic Development Director concurs with the recommendations proposed.

### **FISCAL IMPACT:**

The total fiscal impact of the Professional Services Agreement for the Permitting System Replacement Software Project with Computronix (U.S.A.), Inc. is \$390,980. Upon approval, grant funding in the amount of \$499,700 will be appropriated to cover the cost of the project. The City is obligated to a local agency match in the amount of \$166,600 which will be provided in in-kind staff hour services.

Upon approval, an increase in estimated revenues in the amount of \$499,700 will be made in the Fund 215 Project Revenue Account 287700-339000, and an increase in the same amount will be made to the Fund 215 Project Expenditure Account 287700-440309.

Prepared by: George Khalil, Innovation and Technology Director  
Certified as to  
availability of funds: Edward Enriquez, Chief Financial Officer/Treasurer  
Approved by: Lea Deesing, Assistant City Manager  
Approved as to form: Gary G. Geuss, City Attorney

Attachments:

1. MOU with Southern California Association of Governments for the Integrated Electronic Plans Solution Project
2. Technology Implementation Services Agreement with Computronix (U.S.A), Inc.