



### Meeting Name

Meeting Date: EnterTextHere

Item Name

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| <b>Department:</b>                                    | Information Technology                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Presenter:</b>                                     | Reggie Horne, CIO                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Caption:</b>                                       | Recommendation to award RFP 25-167 (Permitting, Licensing and Code Enforcement Regulatory Services System) to Tyler Technologies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Background:</b>                                    | <p>Information Technology in conjunction with the Planning and Development Department has been reviewing options for replacing or upgrading the software used for permitting, licensing, and code enforcement. It is the desire of Planning &amp; Development to create better internal efficiencies and to improve public interactions related to planning, permitting, licensing, code enforcement, land management, and plan review processes. An RFP was issued through Procurement. A total of 20 vendors responded. An evaluation committee was created to review the 16 vendors which were compliant. Through the evaluation process, Tyler Technologies was the vendor who received the highest score. The IT department along with Planning and Development went through a lengthy negotiations process and are recommending Tyler Technologies for award of this item.</p> |
| <b>Analysis:</b>                                      | <p>Currently, Planning and Development uses a variety of systems to fulfill its departmental responsibilities which leads to certain inefficiencies, manual processes, and redundant data entry. The implementation of a new system will streamline all activities into one software application, and it will allow for one central web portal that citizens and businesses can use to apply for any necessary licenses and permits. Additionally, the system allows for all site plan and building plan reviews to be initiated through this same portal.</p>                                                                                                                                                                                                                                                                                                                       |
| <b>Financial Impact:</b>                              | <p>The estimated upfront cost for implementation is \$1,043,281.00. Funds for this project are available in 217072210/5424120 and 272015410/5424120. The ongoing yearly costs, beginning in 2028, will be jointly funded from the Planning &amp; Development operating budget as well as the Information Technology operating budget.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Alternatives:</b>                                  | Leave existing systems and inefficiencies in place.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Recommendation:</b>                                | Recommendation to award RFP 25-167 (Permitting, Licensing and Code Enforcement Regulatory Services System) to Tyler Technologies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Funds are available in the following accounts:</b> | 217072210/5424120 and 272015410/5424120                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

**REVIEWED AND**  
**APPROVED BY:**

N/A