



Staff Report

Meeting Date: July 8, 2025
Meeting Type: City Council

To: City Council
From: Administration
Item Title: Motion to approve Amendment #1 to the Interlocal Contract for Licensing SCPDC Software to add the Public Records Request module for \$200 per month.

Background: I have two agenda items for consideration for My Government Online Software. This is the new software we are implementing in the building department. We are about to go live with this.

I would like to add the public records request module for \$200 a month. This will allow people to make the request online and to follow the process. It will document the request and create the historical record of the requests. It also allows for reporting to the council and allows the requestor to pay online for the fee. The other benefit is it tracks the dates to make sure we stay compliant when request are made and we return that requested information as required by law in a specific time limit.

We would also like to add the public works module for \$400 a month. Currently, public works is using Cityworks, which cost the city \$20,000 a year. The contract is scheduled for renewal at the end of the month. We can save significant funds by using MGO for public works. It is also much more user friendly for the staff and the residents. The reporting is better as well. We will be able to track materials and labor for projects. This way we can tell how many miles of ditches did we dig this year and how many culverts or fire hydrants were installed. It does integrate our GIS mapping into the software as well. Residents will be able to submit a work request online and follow that work order. It will send updates to the resident as well. It is Automated. This is the same way that the building department will work with communicating with the customer.

For our new council members, MGO is produced the local Planning District in Houma, LA. It is a governmental entity, not a for profit business. This is how they can sell their products for so

much less. For example, we got a quote from Civic Plus for the public records request module. There annual fee was \$800 a month.

Recommendation: Approve

Attachments: Amendment 1