



**CITY COMMISSION
STAFF REPORT**

DEPARTMENT: Community Development/BSO

DATE: March 24, 2026

SUBJECT: Motion to Authorize the City Manager to Execute an Agreement with GovForce for the Development and Implementation of a Code Enforcement Module in the Accela Platform in the Amount of \$33,360.25. – **Community Development/BSO**

CITY MANAGER RECOMMENDATION:

The City Manager recommends approval and authorization to execute an Agreement with GovForce for the Development and Implementation of a Code Enforcement Module in the Accela Platform in the Amount of \$33,360.25.

GovForce provided two implementation options for the City's consideration:

- A single-phase implementation in the amount of \$26,678.05, with an estimated timeline of approximately four (4) months to deliver a fully completed Code Enforcement module; and
- A two-phase expedited implementation in the amount of \$33,360.25, which provides a functional Phase 1 deployment within approximately one (1) month, followed by a second phase to complete additional enhancements and functionality.

The increased cost associated with the two-phase approach is due to the need to perform certain implementation activities twice, including discovery, validation, training, and system configuration efforts. However, this approach allows the City to rapidly deploy a working solution and begin utilizing the Accela platform for Code Enforcement operations while continuing to build out a more robust system.

Given the City's current lack of access to a Code Enforcement system and the operational need to restore functionality as quickly as possible, the City Manager recommends proceeding with the two-phase expedited implementation. This approach minimizes disruption to Code Enforcement operations, allows staff to transition off manual processes immediately, and provides the most effective path to achieving a fully functional system in a timely manner.

BACKGROUND OF ITEM

The Broward Sheriff's Office (BSO) has historically utilized the iWorQ system to manage Code Enforcement cases, including Special Magistrate proceedings. The City has been transitioning to the Accela Enterprise Resource Planning (ERP) system to centralize and streamline Community Development operations within a single platform.

As part of the initial Accela implementation, the City engaged Silver Lining Solutions (SLS) to develop a Code Enforcement module to replace iWorQ, with the intent of discontinuing the iWorQ system upon contract expiration in June 2026. During this process, the City identified the City of Weston's Code Enforcement module within Accela as a preferred model due to its functionality and effectiveness.

Subsequently, it was determined that GovForce was the primary developer responsible for implementing Weston's Code Enforcement module. While SLS initiated development efforts for Cooper City's module, progress has been limited. Compounding this issue, the City recently lost access to the iWorQ platform, creating an immediate operational gap and limiting the ability to effectively manage Code Enforcement cases.

As a result, there is a critical need to expedite the implementation of a fully functional Code Enforcement module within Accela.

ANALYSIS

GovForce possesses direct and relevant experience in developing and implementing Code Enforcement modules within the Accela platform, including the successful deployment of the system currently utilized by the City of Weston. This proven experience significantly reduces the risk associated with development, configuration, and deployment.

Additionally, GovForce comes highly recommended by the City of Weston's Information Technology leadership, further supporting their qualifications and capability to deliver a successful solution.

For these reasons, entering into an agreement with GovForce represents the most efficient, reliable, and timely path forward to implement a comprehensive Code Enforcement module within Accela.

STRATEGIC PLAN:

Priority 1: Become a more efficient government with technology and data analysis to improve our internal processes, minimizing waste of materials, effort, money, or time.

PROCUREMENT:

The City Manager or designee has determined that, in the best interest of the City and not subject to the requirements of F.S. § 287.055, as amended, it is appropriate to waive the competitive procurement process and award Contract No. PSC2026-7 for Accela Code Enforcement Record

Project to GovForce, Inc. The City and GovForce, Inc. will enter a four-month contract for these services.

This purchase will be made in accordance with Sec. 2-258(g) of the Cooper City Procurement Code.

FISCAL IMPACT:

This unbudgeted expense will be funded via Fund 102’s FY26 Contingency Budget of \$15,000 with the remainder from the salary savings from the vacant Assistant Community Development Director Position. The “Remaining Amount” below is the amended budget in these line items after this transaction.

<u>General Ledger Acct. Number</u>	<u>Budgeted Amount</u>	<u>Requested Amount</u>	<u>Remaining Amount</u>
102-211-512200-524 Salaries - Other	\$414,396	-\$18,360.25	\$396,035.75
102-211-599000-524 Contingency	\$15,000	-\$15,000	\$0
102-211-531190-524 Professional Services - Miscellaneous	\$48,000	\$33,360.25	\$81,360.25
Totals		\$0	

ATTACHMENTS:

1. GovForce, Inc Agreement
2. Proposal # 20260320
3. Proposal # 20260313
4. Budget Amendment