Staff Report
Subject: Approval of Quote 52645976 from OpenGov for Renewal of Permitting & Licensing
Author: Danielle Carver, Procurement and Contracts Manager
Department: Development Services
Meeting Date: April 1,2025
Item Description: Consideration to approve Quote 52645976 from OpenGov for Renewal of the Permitting & Licensing System

Summary Recommendation: Staff requests approval of Quote 52645976 from OpenGov for a three-year renewal of the Permitting & Licensing System currently used by the Development Services Department.

Executive Summary/Background:
The Development Services Department is requesting approval of the updated quote and renewal proposal from OpenGov for continued use of the Permitting and Licensing System. Since implementation, OpenGov has enabled more efficient workflows, enhanced transparency, and better service delivery for citizens and contractors.
Key system functions include:
- Online permit and license application and status tracking;
- In-field updates by Building Inspectors using tablets;
- Automated routing and notification for Code Enforcement complaints.

This three-year renewal quote includes system upgrades and integration tools such as ArcGIS, Flag, Master Address Table, Bluebeam, and Contractor License Verification.
The quote reflects an increase in pricing consistent with expanded usage, service scope, and cost escalators across the term.

Pricing Breakdown:
- **FY 2026 (7/1/25–6/30/26):** $65,338.20
- **FY 2027 (7/1/26–6/30/27):** $68,605.12
- **FY 2028 (7/1/27–6/30/28):** $72,035.35
  Total 3-Year Renewal Cost: $205,978.67
The renewal is under NASPO Master Contract #AR2472 and has been reviewed for compliance with procurement guidelines.

Alternatives for Commission to Consider
1. Approval of Quote 52645976 from OpenGov for a Permitting & Licensing System for the Development Services Department
2. Take no action

Recommended Alternative: 1
Other Alternatives: 2
Department Review: County Manager, Finance, Purchasing
Funding Source: Dept. 272 operating budget- a budget amendment will be necessary
Attachments: Carahsoft/OpenGov Quote 52645976