



REQUEST FOR COUNCIL ACTION

AGENDA DATE: July 13, 2026

AGENDA ITEM: Authorization to Enter into an Agreement with GovWell for Building Permit Software

PREPARED BY: Jon Peterson

BACKGROUND:

The Building Safety Division manages building permits, plan reviews, inspections, zoning, stormwater, right-of-way, and rental licensing. Staff evaluated three permitting software solutions to identify the system that best meets the City's operational needs while improving service to contractors, residents, and City staff.

Financial Impact

The following vendors were reviewed along with their costs:

Vendor	Implementation	Annual Subscription	Total Initial Cost
Cloudpermit	\$18,000	\$25,500	\$43,500
GovWell	\$11,000	\$36,000	\$47,000
OpenGov	\$65,000	\$66,198	\$131,198

GovWell guarantees its annual subscription rate for the initial three-year agreement.

Recommendation

Although Cloudpermit submitted the lowest initial cost, staff recommends GovWell based on its overall value, functionality, and ease of use. GovWell provides a user-friendly online portal that allows applicants to submit permits, upload documents, track permit status, receive notifications, and pay fees online. The system will improve communication between City departments through shared access to permit information and can be managed by City staff without routine assistance.

from Information Technology for system updates or changes. Staff believes GovWell will provide improved customer service, increased efficiency, and the best long-term value for the City.

The costs and revenue sources to utilize GovWell are as follows:

Expenses			
Item	2026	2027	2028
Deployment Service Fees	7000	0	0
Data Migration Fees	4000	0	0
Annual Subscription	12000	36000	36000
Total	23000	36000	36000
Revenues			
Storm Water	2990	0	0
MSAS	3680	0	0
PIR	15000	0	0
City Works Budget Shift	0	36000	36000
CD/Fire Budget	1330	0	0
Total Revenues	23000	36000	36000
Revenue/Expenditures	0	0	0

REQUESTED COUNCIL ACTION:

Make a motion to authorizing the Mayor to execute an agreement with GovWell for the purchase and implementation of building permit software utilizing the revenue sources in the table above.