



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 05/17/2022

ITEM NO: 3

DATE: May 12, 2022
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Authorize the Town Manager to Execute a First Amendment to an Agreement for Consultant Services with TruePoint Solutions DigEplan (LCT Software).

RECOMMENDATION:

Authorize the Town Manager to execute a First Amendment to an Agreement for consultant services (Attachment 1) with TruePoint Solutions DigEplan (LCT Software).

BACKGROUND:

The Town has been working with TruePoint Solutions since 2011 and TruePoint Solutions DigEplan (LCT Software) since May 1, 2020 to provide electronic plan review services for the Community Development Department. TruePoint is extremely familiar with the details of the Town's Accela configuration and unique customizations. TruePoint has a history of prompt and knowledgeable responses to inquiries from Town staff and their level of customer service has always met or exceeded staff expectations.

DISCUSSION:

The original 2021 Agreement was for a five-year term at a cost not to exceed \$89,474 for 16 licenses. This amendment will increase the number of licenses from 16 to 20. The increase in cost for this amendment is for the prorated first-year cost and subsequent yearly cost over the remainder of the five-year term of the Agreement not to exceed \$104,605.

PREPARED BY: Tania Maheu
Administrative Analyst

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, and Finance Director

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SUBJECT: TruePoint Solutions DigEplan (LCT Software) First Amendment

DATE: May 12, 2022

DISCUSSION (continued):

New Subscription Term:

1-year, form July 1st, 2021 to June 30th, 2022 - \$16,859

Additional invoice for \$828 (prorated 4 users * \$69 = \$276 mo * 3 for April, May and June).

2-year, form July 1st, 2022 to June 30th, 2023 - \$20,776

3-year, form July 1st, 2023 to June 30th, 2024 - \$21,399

4-year, form July 1st, 2024 to June 30th, 2025 - \$22,041

5-year, form July 1st, 2025 to June 30th, 2026 - \$22,702

TruePoint Solutions DigEplan (LCT Software) is a sole source vendor. TruePoint is the only company in the US that is certified by LCT Software and the only supplier of the software DigEplan who is authorized to implement, quote, and sell for them.

CONCLUSION:

TruePoint's consulting services assist the Town in providing electronic plan review services. Based on TruePoint's extensive knowledge of the Town's Accela implementation, excellent support history with the Town, and competitive pricing, staff recommends that the Town Council authorize the Town Manager to Execute a First Amendment to an Agreement for the software licensing and related services not to exceed \$104,605 for the remainder of the five-year term.

COORDINATION:

The draft First Amendment was prepared in coordination with the Town Attorney.

FISCAL IMPACT:

The funds are available in the Information Technology Budget.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

Attachments:

1. Draft TruePoint Solutions DigEplan (LCT Software) First Amendment
2. Amended Master Services Agreement
3. Original 2021 Agreement