



# MEMORANDUM

**DATE:** April 28, 2021  
**TO:** Robert Schultz, Town Attorney  
**FROM:** Joel Paulson, Community Development Director  
**SUBJECT:** Sole Source Approval by the Town Attorney: TruePoint - DigEplan (LCT Software) Online Permitting Services

**BACKGROUND:**

Please approve this sole source for TruePoint in the amount of \$89,474.00 for annual services for the purchase of DigEplan (LCT Software) for electronic plan review services from July 1, 2021 to June 30, 2026 which will have an option of being renewed annually thereafter.

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.

Staff recommends that TruePoint provide services for the Town.

**Recommended/Approved By:**

<u>Joel Paulson</u> <small>Joel Paulson (Apr 28, 2021 11:35 PDT)</small>	Apr 28, 2021
Joel Paulson Community Development Department	Date:

**Approved as to Form:**

<u>Robert Schultz</u> <small>Robert Schultz (Apr 28, 2021 13:52 PDT)</small>	Apr 28, 2021
Robert Schultz, Town Attorney	Date:

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