

City of Spring lake Park Code Enforcement Division

1301 Eighty First Avenue Northeast Spring Lake Park, Minnesota 55432 (763) 783-6491 Fax: (763) 792-7257

MEMORANDOM

TO: Spring Lake Park City Council

FROM: Jeff Baker, Code Enforcement Official

RE: Authorization to purchase additional PermitWorks software.

DATE: February 20, 2020

I am seeking authorization to purchase a software update/addition through PermitWorks.

The new update/addition will include a Code Enforcement Module and a PermitWorks Scheduler Module. The Code Enforcement Module will help organize and streamline the Code Enforcement division. The scheduler Module will help with scheduling dynamics, PermitWorks scheduler will be able to talk with our current outlook calendar and minimize the steps to schedule and provide more information with less time commitment.

Attached is the PermitWorks estimate breakdown.

I am requesting that the software update/addition be purchased from PermitWorks in the amount of \$13,075.00. The funds will be paid from the 2018 Equipment Replacement Certificate.



Estimate

Date

1/27/2020

2223 5th St #10907 White Bear Lake, MN 55110-3024

Name / Address

City of Spring Lake Park 1301 Eighty First Ave Northeast Spring Lake Park, MN 55432-2188

Description					
PermitWorks Code Enforcement Module					
Code Enforcement Software Support Plan: January 2020 through December 2020					
PermitWorks Scheduler Module					
Scheduler Software Support Plan: January 2020 through December 2020	595.00				
Code Enforcement: Implementation & Training - not to exceed amount. Billed hourly as needed.	3,000.00				
Scheduler: Implementation & Training - not to exceed amount. Billed hourly as needed.	995.00				

Total \$13,075.00