



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

MEMORANDUM

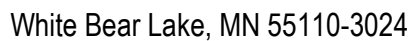
TO: Spring Lake Park City Council
FROM: Jeff Baker, Code Enforcement Official
RE: Authorization to purchase additional PermitWorks software.
DATE: February 20, 2020

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.



Date

1/27/2020

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

[illegible]

