REQUEST FOR COUNCIL ACTION

Title:	Request for Council Action – OpenGov Procurement Software
Preferred Agenda:	December 13, 2022
Submitted By:	Julie Fisher, Administrative Services Manager
Reviewed By:	Kelcey Young, City Manager
Type of Action:	Resolution _____ Motion __X__ Roll Call _____ Other _____
Relevant Code/Policy:	City of Sweet Home Purchasing Policy City of Sweet Home Charter
Towards Council Goal:	We aspire to have an efficient and effective local government.
Attachments:	OpenGov Procurement Contract

Purpose of this RCA:

The purpose of this RCA is to request approval of a contract with OpenGov for a Procurement Management Software.

Background/Context:

Under this project, OpenGov will deliver cloud-based Procurement solutions to help the City of Sweet Home manage procurement. City Manager Kelcey Young has implemented procurement management software at four different organizations including implementing OpenGov. Due to her familiarity with the software and prior ease of implementation, OpenGov has agreed to discount the City of Sweet Home's initial contract and heavily discount the training cost usually associated with new customers.

The Challenge/Problem:

How does the City power a more effective and accountable government for procurement?

Stakeholders:

- Contractors – OpenGov Procurement allows vendors to add their company to a list of emergency providers that can help quickly respond in times of need.
- Sweet Home City Council – The City Council is responsible for ensuring
- City of Sweet Home Staff - All procurement transactions will be conducted in a manner following written procedures that provide full and open competition. The City will take all necessary affirmative steps to assure that small and minority businesses, women's business enterprises, and veterans' business enterprises are used when possible. City

employees will make every effort to purchase goods and services from local vendors and award purchases to those vendors when cost effective.

Issues and Financial Impacts:
The cost of the authorized expenditures will be included in the City's annual budget and approved by the Council as part of the overall budget approval process which includes public notification and opportunity for public input regarding budgeted expenditures. This procurement software will be utilized for future solicitations for the Wastewater Treatment plant as well as other departments.

Elements of a Stable Solution:

A stable solution includes adding software that can improve value for money, efficiency, competition, quality of services, and public integrity.

Options:

1. *Do Nothing* –
2. *Authorize the City Manager to sign the contract with OpenGov*
3. *Direct Staff to research other ways to accomplish the same goals*.

Recommendation:

Option #2 - Authorize the City Manager to sign the contract with OpenGov