



Wylie City Council

AGENDA REPORT

Department: Purchasing Account Code: 100-5155-54810
Prepared By: Glenna Hayes

Subject

Consider, and act upon, the approval of the purchase of Citizen Service Software for the Community Services Department in the amount of \$114,840.00 through a cooperative purchasing contract with the Texas Department of Information Resources (DIR), and authorizing the City Manager to execute any necessary documents.

Recommendation

Motion to approve the Item as presented.

Discussion

The requested software will replace the current building permitting and code enforcement software. In addition, the software adds Building, Planning, and Engineering applications and plan reviews to the overall package along with an online payment option. As important, the software puts all of these functions, planning, engineering, permitting, and code enforcement under one umbrella with a consistent user interface, aesthetic, and database for staff, citizens, and developers. The software will add efficiency and accuracy to all the aforementioned processes as the current building, planning, and engineering applications and reviews are completed with an exchange of marked-up PDFs by email instead of the requested cloud based, collaborative, user friendly system.

Staff received an initial quote from the software vendor (Citizen Serve), and determined that the best value for the City would be to make the purchase through the use of a cooperative contract with the State of Texas Department of Information Resources (DIR), resulting in a \$15,660 cost avoidance. The expense for year one implementation and licensing is \$114,840 with ongoing annual licensing expenses estimated at \$39,600.

This item is in the current fiscal year budget. Approval of this purchase will establish an annual agreement with renewals. The City is authorized to purchase from the State Contract list pursuant to Section 271 Subchapter D of the Local Government Code and by doing so satisfies any State Law requiring local governments to seek competitive bids for items. DIR-TSO-3763/Wylie Agreement #W2023-97-I.