Agenda Item No. F-2

DATE SUBMITTED	7/29/2020	COUNCIL ACTION	(X)
SUBMITTED BY	COMMUNITY DEVELOPMENT DIRECTOR	PUBLIC HEARING REQUIRED RESOLUTION	( ) ( )
DATE ACTION REQUIRED	8/5/2020	ORDINANCE 1ST READING ORDINANCE 2ND READING CITY CLERK'S INITIALS	( ) ( ) (X)

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT:	DISCUSSION/ACTION: LAND MANAGEMENT SOFTWARE SYSTEM SERVICES
	1. Award Contract to Citizenserve.
DEPARTMENT INVOLVED:	COMMUNITY DEVELOPMENT

BACKGROUND/SUMMARY:

Staff released an RFP for Land Management Software Services. The RFP was sent to known consultants and advertised on the City's website. Two (2) proposals were received. The City of Imperial has previously obtained a grant from the Housing and Community Development Department of the State of California to expedite housing production. The implementation of a land management software system will allow City Staff the expedite the review process and maintain internal control of all community projects. The software system, will allow both residents and the public to submit all plans and applications through a virtual interface. The costs associated with the implementation of the system will be funded by the SB 2 grant for five years. Staff received demonstrations from both RFP applicants land management systems. Staff scored both RFPs (please see attachment "A") and both systems are technological advanced and proficient; however, the Citizenserve Land Management Software System seems to be the most advantageous and feasible to the City.

FISCAL IMPACT: SB 2 Grant- $113,600 for five (5) years.	ADMIN SERVICES SIGN INITIALS
STAFF RECOMMENDATION: City of Imperial staff requests Councils approval to award the Land Management Software Services to Citizenserve for five (5) years.	DEPT. INITIALS *OM*
MANAGER'S RECOMMENDATION: *approve*	CITY MANAGER's INITIALS
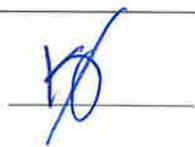
MOTION:				
SECONDED: AYES:	APPROVED	( )	REJECTED	( )
	DISAPPROVED	( )	DEFERRED	( )
NAYES: ABSENT:	REFERRED TO:			

Land Management Software Services Scoring Summary Table	
Project Title:	Selection of Land Management Software Services
Date:	July 21, 2020

Company	Score 1 (J)	Score 2 (A)	Score 3 (I)	Total	Proposal Cost (5 years)
Citizenserve	95	88	91	274	$111,600.00
Accela	87	93	80	260	$149,192.05