



CITY OF PORTLAND

OFFICE OF MANAGEMENT AND FINANCE

Sam Adams, Mayor
Jack D. Graham, Chief Administrative Officer
Bryant Enge, Director, Bureau of Internal Business Services

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December 12, 2012

REGULAR AGENDA

TO THE COUNCIL:

The Bureau of Development Services (BDS) serves both industry and the general public through its development review programs. This includes permitting and inspections, as well as building plan and land use reviews.

On October 12, 2011, Council approved Ordinance No. 184934 which authorized the use of a competitive request for proposals (RFP) for a permitting, plan review, and inspections management software system. The ordinance authorized BDS to acquire a system that includes new functionality to improve efficiency, to accommodate customer requests for electronic submittals, and to interface with the State of Oregon's electronic permitting system.

On February 7, 2012, the Chief Procurement Officer (CPO) advertised RFP No. 113470 for the Permit/Case Management Information System on behalf of the BDS. Five proposals were received on April 4, 2012. The proposals were reviewed, evaluated and scored by the evaluation committee, which included minority evaluator participation, in accordance with Portland City Code 5.33. The proposal from Sierra Systems, Inc. was deemed responsive to the requirements of the solicitation, and received the highest score from the evaluation committee. The proposal included implementation services from Sierra Systems, Inc. with ongoing software licenses, maintenance, and hosting services from partners Hansen Information Technologies, Inc. and Avolve Software Corp. The City issued a Notice of Intent to Negotiate and Award to Sierra Systems, Inc. on October 15, 2012. No protests were received.

Sierra Systems, Inc. has a current City Business License and their EEO Certification is valid through February 17, 2014. The company is located in Olympia, WA and is not a State of Oregon Certified M/W/ESB Contractor. Sierra Systems, Inc. is in full compliance with the City's Equal Benefits Program.

Hansen Information Technologies, Inc. has a current City of Portland Business License and their EEO Certification is valid through November 29, 2014. The company is located in Rancho Cordova, CA and is not a State Certified M/W/ESB Contractor. Hansen Information Technologies, Inc. is in Full Compliance with the City's Equal Benefits Program.

Avolve Software Corp. has a current City of Portland Business License and their EEO Certification is valid through November 27, 2014. The company is located in Scottsdale, AZ and is not a State Certified M/W/ESB Contractor. Avolve Software Corp. is in Full Compliance with the City's Equal Benefits Program.

For Fiscal Year 2012-13, funds are available for this project under Cost Center DSAS000003 for maintenance and support services, and under S00012.CAP for acquisitions of capital assets. Revenues to fund the multi-year project will be drawn from annual revenues, reserves, and a line of credit.

The CPO recommends that Council authorize execution of contracts with Sierra Systems, Inc., for a not-to-exceed value of \$6,755,524 for the implementation of a permitting, plan review, and inspections management software system; with Avolve Software Corp. for a not-to-exceed value of \$220,261.80 for ongoing software license and maintenance services; and with Hansen Information Technologies, Inc. for a not-to-exceed value of \$799,760.20 for ongoing software license and maintenance services, and \$780,000 for five years of optional hosting services.

Recommended by:

Christine Moody, Chief Procurement Officer
CM:ss

An Equal Opportunity Employer

To help ensure equal access to programs, services and activities, the Office of Management & Finance will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities upon

Agenda No.
REPORT NO.
 Title

Authorize Bureau of Development Services to move forward with the Permit/Case Management Information System (Procurement Report – RFP No. 113470)

INTRODUCED BY Commissioner/Auditor: Mayor Sam Adams	CLERK USE: DATE FILED DEC 07 2012
COMMISSIONER APPROVAL Mayor—Finance and Administration - Adams <i>[Signature]</i> Position 1/Utilities - Fritz Position 2/Works - Fish Position 3/Affairs - Saltzman Position 4/Safety - Leonard	LaVonne Griffin-Valade Auditor of the City of Portland By: <i>[Signature]</i> Deputy ACTION TAKEN: DEC 12 2012 ACCEPTED
BUREAU APPROVAL Bureau: OMF/Bureau of Internal Business Services CAO: Jack D. Graham <i>[Signature]</i> Bureau Head: Bryant M. Enge <i>[Signature]</i>	
Prepared by: Christine Moody:ms <i>[Signature]</i> Date Prepared: 12/06/2012	
Financial Impact & Public Involvement Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/>	
Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Council Meeting Date December 12, 2012	
City Attorney Approval: N/A required for contract, code, easement, franchise, comp plan, charter	

AGENDA TIME CERTAIN <input type="checkbox"/> Start time: _____ Total amount of time needed: _____ (for presentation, testimony and discussion)
CONSENT <input type="checkbox"/>
REGULAR <input checked="" type="checkbox"/> Total amount of time needed: 10-min (for presentation, testimony and discussion)

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:		
		YEAS	NAYS
1. Fritz	1. Fritz	<input checked="" type="checkbox"/>	
2. Fish	2. Fish	<input checked="" type="checkbox"/>	
3. Saltzman	3. Saltzman	<input checked="" type="checkbox"/>	
4. Leonard	4. Leonard	<input checked="" type="checkbox"/>	
Adams	Adams	<input checked="" type="checkbox"/>	