



Legislation Text

File #: 18-4989, Version: 1

Title:

Budget Amendment - Mecklenburg County Code Enforcement Division

Summary

ACTION:

Authorize and appropriate transfer of \$1,791,374 from the Code Enforcement General Fund Balance Reserve to the Technology Reserve Fund to finance a new Plan Review System - Accela: Phase I Services

Staff Contact:

**Ebenezer Gujjarlapudi, Director of LUESA
Patrick Granson, Code Enforcement Director**

Presentation:

No

BACKGROUND/JUSTIFICATION:

Accela is the replacement solution for LUESA's current Electronic Plan Management System (EPM). EPM is a workflow tool that allows architects, engineers and designers the ability to oversee their projects through plan review and permitting from their offices. This application has features that allow you to submit commercial applications online and provides real-time tracking of the project as it progresses from Intake, Scheduling, Pre-paid fees, Gate, Plan/Plat review to Permits. The new system should have all the functional equivalent features plus any additional features as indicated in the requirements/specifications below.

The fund balance appropriation requested will be used to finance Service Year 1 subscriptions: software licenses, implementation services, training services and travel cost.

PROCUREMENT BACKGROUND:

- **6/19/17: Business ideation to improve current EPM solution.**
- **6/23/17: Requirements and specifications gathering to identify/document solution improvements.**
- **6/30/17: Development of Request for Proposal (RFP) to include Scope of Work and requirements/specifications that outline the County's needs.**
- **7/13/17: RFP issued for vendors to respond -- posted in through the county system and**

the North Carolina - Interactive Procurement System (NC-IPS).

- 8/25/17: Vendor responses to RFP due -- responses needed to indicate ability to meet requirements/specifications, and all costs to implement.
- 9/6/17: Cost analysis of all vendor responses presented to the evaluation team.
- 9/18/17: Team evaluation of vendor responses to identify top vendor candidates that would best meet the County needs.
- 1/9/18: Vendor product demonstrations began.
- 1/23/18: Initial vendor selection review/discussion held.
- 1/26/18: Request for best and final offers (BAFOs) for those vendors that best align to the County's needs.
- 1/30/18: Follow-up vendor selection review/discussion held, including vendor re-evaluation of cost analysis which includes all BAFOs.
- 2/16/18: Presented revised cost analysis to evaluation team.
- 4/19/18: Selection of vendor solution; began contract award, negotiation, acceptance, and approval by the County.

POLICY IMPACT:

N/A

FISCAL IMPACT:

FY19 - Appropriate \$1,791,374 from the Code Enforcement General Fund Balance Reserve (0001) and transfer to the Technology Reserve Fund (9009)