



## Legislation Text

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**File #: 2442-2013, Version: 1**

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### **BACKGROUND:**

This legislation authorizes the Director of the Department of Technology, on behalf of the Columbus Public Health Department, to modify a contract with Decade Software Company, LLC for provisioning a batch payment import module of the EnvisionConnect hosted system. The original contract (EL000490) was established by the Health Department in 2000 and provided language that allows for contract modifications. The agreement was most recently renewed by authority of ordinance 0805-2013, passed April 15, 2013, through purchase order EL014435. The term of this contract modification is from the date of a certified purchase order through June 30, 2014, and will provide for set-up, licensing, and support services at a total cost of \$11,844.00.

In an effort to continue to improve operational efficiencies, while providing the highest level of customer service to its clients, the Columbus Public Health Department (CPH) would like to streamline payment processing for Environmental Health licensing fees (and other services) and provide greater flexibility of payment options for the public. The Environmental Health program at CPH handles financial processing of over three million dollars annually, represented by over 8,000 financial transactions. To provide greater flexibility in payment options, as well as to reduce intensive (manual) payment processing, CPH would like to utilize a payment module that will allow for payment processing over the CPH website. This will allow Environmental Health's licensing process to be open for business 24/7 and will give operators and other services provided to the public a more efficient way to do business with this organization. The proposed solution requires a module add-on, known as the "Batch Payment Import Module", to EnvisionConnect, an externally hosted automated system application from Decade Software Company, which currently supports the entire Environmental Health operation. This add-on module will allow payments that are taken through outside financial institutions (in this case, via the web) to be interfaced with the EnvisionConnect application electronically for automated financial and operational processing.

The total cost of this modification includes a one-time set-up fee of \$5,040.00 and a recurring annual fee of \$6,804.00 (total of \$11,844.00). This modification is needed to accommodate growing demand for e-payment services among CPH clients. At the time of the original agreement over ten years ago, the need for this modification was not known. Decade is the sole source supplier of the EnvisionConnect system, so the City is unable to obtain the add-on module through alternate procurement methods. The price of this modification was negotiated by CPH and Decade.

Decade Software Company, LLC is the sole provider of licensing, services and maintenance and support for EnvisionConnect software. As such, this ordinance is being established in accordance with the sole source provisions of the Columbus City Code, Section 329.07.

### **EMERGENCY:**

Emergency action is requested to expedite authorization of this contract in order to initiate services from the supplier at the prices proposed.

### **FISCAL IMPACT:**

In 2012 and 2013, \$78,300.00 was legislated respectively each year for annual software license, hosting and support service fees for the EnvisionConnect with Decade Software Company, LLC. The cost for this contract modification for provisioning a batch payment import module of the EnvisionConnect hosted system is \$11,844.00. This expenditure is budgeted and available within the Department of Public Health Grants Fund. The contract aggregate total including this renewal is \$983,994.00.

**CONTRACT COMPLIANCE:**

Vendor Name: Decade Software Company LLC      CC#: 77 - 0564825      Expiration Date: 2/23/2014

To authorize the Director of Technology, on behalf of the Columbus Public Health Department, to modify a contract with Decade Software Company, LLC for provisioning a batch payment import module of the EnvisionConnect hosted system; in accordance with the sole provisions of the Columbus City Code; to authorize the expenditure of \$11,844.00 from the Department of Public Health Grants Fund; and to declare an emergency. (\$11,844.00)

**WHEREAS**, the Director of the Department of Technology, on behalf of the Columbus Public Health Department, be and is hereby authorized to modify a contract with Decade Software Company, LLC for provisioning a batch payment import module of the EnvisionConnect hosted system; and

**WHEREAS**, the original contract (EL000490) was established by the Health Department in 2000 and provided language that allows for contract modifications. The agreement was most recently renewed by authority of ordinance 0805-2013, passed April 15, 2013, through purchase order EL014435. The term of this contract modification is from the date of a certified purchase order through June 30, 2014, and will provide for set-up, licensing, and support services at a total cost of \$11,844.00; and

**WHEREAS**, the EnvisionConnect software license is a critical application that provides the Columbus Public Health Department the ability to operate the Environmental Health unit, which provides an extensive array of reporting services, and licensing requirements mandated by the State of Ohio; thus without this service the Health Department would lose the ability to operate the Environmental Health unit; and

**WHEREAS**, the total cost of this modification includes a one-time set-up fee of \$5,040.00 and a recurring annual fee of \$6,804.00 (total of \$11,844.00). This modification is needed to accommodate growing demand for e-payment services among CPH clients; and

**WHEREAS**, this renewal is in accordance with the sole source provisions of the Columbus City Code, Section 329.07; and

**WHEREAS**, an emergency exists in the usual daily operations of the City of Columbus, Department of Technology, in that it is immediately necessary to modify a contract agreement, on behalf of the Columbus Public Health Department, with Decade Software Company, LLC, for provisioning a batch payment import module of the EnvisionConnect hosted system, thereby preserving the public health, peace, property, safety and welfare; now, therefore:

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:**

**SECTION 1:** That the Director of the Department of Technology, on behalf of the Columbus Public Health Department, be and is hereby authorized to modify a contract with Decade Software Company, LLC for provisioning a batch payment import module of the EnvisionConnect hosted system. The total cost of this modification includes a one-time set-up fee of \$5,040.00 and a recurring annual fee of \$6,804.00 (total of \$11,844.00). The term of this contract modification is from the date of a certified purchase order through June 30, 2014, and will provide for set-up, licensing, and support services at a total cost of \$11,844.00.

**SECTION 2:** That the expenditure of \$11,844.00 or so much thereof as may be necessary is hereby authorized to be expended from:

**Division: 50-01|Health Dept. Grants Fund: 251|Health Grant No.: 508001|OCA Code: 500066|Obj. Level 1:03|Obj. Level 3: 3336|Amount: \$5,040.00**

**Division: 50-01|Health Dept. Grants Fund: 251|Health Grant No.: 508001|OCA Code: 500066|Obj. Level 1:03|Obj. Level 3: 3358|Amount: \$6,804.00**

**SECTION 3:** That the City Auditor is authorized to make any changes to revise the funding source for any contract or contracts modifications associated with this ordinance.

**SECTION 4:** That the funds necessary to carry out the purpose of this ordinance are hereby deemed appropriated, and the City Auditor shall establish such accounting codes as necessary.

**SECTION 5:** That this agreement is being established in accordance with the sole source provisions of the Columbus City Code, Section 329.07.

**SECTION 6:** That for the reasons stated in the preamble hereto, which is hereby made a part hereof, this ordinance is hereby declared to be an emergency measure and shall take effect and be in force from and after its passage and approval by the Mayor, or ten days after passage if the Mayor neither approves nor vetoes the same.