



## Legislation Details (With Text)

**File #:** 1463-2014      **Version:** 1

**Type:** Ordinance      **Status:** Passed

**File created:** 6/12/2014      **In control:** Public Service & Transportation Committee

**On agenda:** 7/14/2014      **Final action:** 7/17/2014

**Title:** To amend the 2014 Capital Improvement Budget; to authorize the City Auditor to transfer cash and appropriation within the Streets and Highways Bond Fund; to authorize the City Auditor to transfer cash within the Water Works Enlargement Voted Bonds Fund; to authorize a cash transfer within the Sanitary Sewer General Obligation Bond Fund; to waive the formal bidding requirements of Columbus City Code; to authorize the Director of Public Service to enter into a contract with Accela, Inc., for professional services consulting to configure Accela software; to authorize the expenditure of up to \$500,000.00 to pay for this project; and to declare an emergency. (\$500,000.00)

### Sponsors:

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### Code sections:

**Attachments:** 1. Waiver Form -- Accela

Date	Ver.	Action By	Action	Result
7/17/2014	1	CITY CLERK	Attest	
7/16/2014	1	MAYOR	Signed	
7/14/2014	1	COUNCIL PRESIDENT	Signed	
7/14/2014	1	Columbus City Council	Approved	Pass

### 1. BACKGROUND

This legislation authorizes a bidding waiver for the Director of Public Service to enter into contract with Accela, Inc., in the amount of up to \$500,000.00 for professional services, licensing, and maintenance related to modifying currently installed Accela software.

The Department of Public Service has a need to replace its outdated in-house permitting system. Accela software is currently installed and in use by Building and Zoning Services (BZS) for a similar purpose with the Department of Technology (DoT) maintaining and administering the software. The Accela software can be configured and adapted for use by the Department of Public Service (DPS), saving the City the expense of purchasing additional software while maintaining administrative efficiencies by having only one system for DoT to maintain and administer. Using the Accela software will also allow data sharing and reporting between BZS, DPS, DPU, and other city departments.

This is a multi-departmental cooperative project involving Public Service, Building and Zoning Services, Public Utilities, and the Department of Technology. The planned duration of this project is nine months from the date the contract is fully executed. The project's scope includes the configuration of up to 24 record types by Accela; implementation of an electronic workflow system; knowledge transfer and training of city personnel so future record types and report writing can be programmed by city personnel; system testing to ensure programming changes and modifications to the existing software installation are performing as anticipated; and Go-Live support to ensure a smooth transition as the changes made to the existing system move from the testing database to the production database. The cost of the project also includes a one-time licensing fee for up to 35 additional city users along with maintenance and technical support after the expiration of the Go-Live support period. The maintenance and technical support cost will be pro-rated the first year to allow it to be incorporated into the existing DoT managed agreement with Accela.

Searches in the System for Award Management (Federal) and the Findings for Recovery list (State) produced no findings against Accela, Inc.

## **2. CONTRACT COMPLIANCE**

Accela, Inc.'s contract compliance number is 942767678 and expires 11/19/14.

## **3. FISCAL IMPACT**

**Public Service:** Funds in the amount of \$250,000.00 are available for this project in the Streets and Highways Bond Fund within the Department of Public Service. Amendment to the 2014 Capital Improvements Budget is necessary to establish sufficient cash and authority in the proper project. **Building and Zoning Services:** The \$125,000.00 Building and Zoning Services is contributing is contingent upon passage of Ordinance 1051-2014 to appropriate the funds. **Public Utilities:** Funds in the amount of \$62,500.00 are available in the Water Works Enlargement Voted Bonds Fund and \$62,500.00 from the Sanitary Sewer General Obligation Bond Fund. An amendment to the 2014 Capital Improvements Budget is necessary to establish sufficient cash and authority in the proper project.

## **4. EMERGENCY DESIGNATION**

Emergency action is requested to allow the conversion of the outdated system to occur as soon as possible.

To amend the 2014 Capital Improvement Budget; to authorize the City Auditor to transfer cash and appropriation within the Streets and Highways Bond Fund; to authorize the City Auditor to transfer cash within the Water Works Enlargement Voted Bonds Fund; to authorize a cash transfer within the Sanitary Sewer General Obligation Bond Fund; to waive the formal bidding requirements of Columbus City Code; to authorize the Director of Public Service to enter into a contract with Accela, Inc., for professional services consulting to configure Accela software; to authorize the expenditure of up to \$500,000.00 to pay for this project; and to declare an emergency. (\$500,000.00)

**WHEREAS**, the Department of Public Service has identified the need to replace its existing in-house permitting system; and

**WHEREAS**, it is necessary to authorize an amendment to the 2014 Capital Improvement Budget and a transfer of cash within the Streets and Highway Bond Fund, the Sanitary General Obligation Bond Fund, and the Water Works Enlargement Voted Bonds Fund for the purpose of providing sufficient spending authority for the aforementioned project expenditure; and

**WHEREAS**, Building and Zoning Services is using software that can be modified for Public Service use, saving the cost of purchasing new software and the cost of the Department of Technology administering two software systems for the same purpose; and

**WHEREAS**, Accela, Inc., supplied the proprietary software Building and Zoning Services uses, provided the professional services to configure the software, and is currently providing software maintenance and support for this software; and

**WHEREAS**, an emergency exists in the usual daily operation of the Department of Public Service in that this project is estimated to take at least nine months to complete, so the contract should be authorized immediately for the existing outdated system to be replaced as soon as possible, 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 2014 Capital Improvement Budget authorized by ordinance 0683-2014 be amended as follows to establish sufficient authority for this project:

**Fund / Project / Project Name / Current / Change / Amended**

704 / 530161-100000 / Roadway Improvements (Voted Carryover) / \$937,124.00 / (\$250,000.00) / \$687,124.00

704 / 470042-100000 / Accela Upgrade/Replacement (Voted Carryover) / 0.00 / \$250,000.00 / \$250,000.00

606 / 690421-100000 (carryover) / Watershed Protection Easements / \$67,583.00 / (\$62,500.00) / \$5,083.00

606 / 690485-100000 (carryover) / Technology Resources / \$0.00 / \$62,500.00 / \$62,500.00

Creation of Authority to Match Cash - only using \$62,500+

664 | 650729-100000 | Enterprise Application Integration | \$0 | \$118,437 | +118,437

664 | 650729-100000 | Enterprise Application Integration | \$118,437 | \$55,937 | (-62,500)

664 | 650729-100002 | Technology Resources | \$0 | \$62,500 | (+\$62,500)

**SECTION 2.** That the City Auditor be and is hereby authorized to transfer cash and appropriate between projects within the Streets and Highways G.O. Bonds Fund, Fund 704 as follows:

**From:**

**Fund / Project / Project Name / O.L. 01-03 Codes / OCA / Amount**

704 / 530161-100000 / Roadway Improvements / 06-6600 / 590046 / \$250,000.00

**To:**

**Fund / Project / Project Name / O.L. 01-03 Codes / OCA / Amount**

704 / 470042-100000 / Accela Upgrade/Replacement / 06-6600 / 704042 / \$250,000.00

**SECTION 3.** That the City Auditor be and is hereby authorized to transfer cash between projects within the Water Works Enlargement Voted Bonds Fund, Fund 606 as follows:

**From:**

**Fund / Project / Project Name / O.L. 01-03 Codes / OCA / Amount**

606 / 690421-100000 (carryover) / Watershed Protection Easements / 06-6600 / 606421 / \$62,500.00

**To:**

**Fund / Project / Project Name / O.L. 01-03 Codes / OCA / Amount**

606 / 690485-100000 (carryover) / Technology Resources / 06-6600 / 606485 / \$62,500.00

**SECTION 4.** That the City Auditor is hereby authorized to transfer \$62,500.00 within the Department of Public Utilities, Division of Sewerage and Drainage | Dept. /Div. No. 60-05 | Sewerage and Drainage Sanitary Sewer General Obligation Bond Fund | Fund 664 | Object Level Three 6600, as follows:

**From:**

**Project No. | Project Name | OCA Code | Change**

650729-100000 | Enterprise Application Integration | 664729 | - \$62,500.00

**To:**

**Project No. | Project Name | OCA Code | Change**

650729-100002 | Technology Resources | 647292 | +\$62,500.00

**SECTION 5.** That in accordance with Section 327.27 of the Columbus City Code, City Council has determined that it is in the best interest of the City of Columbus that Section 329.06 relating to formal competitive bidding requirements be waived and hereby waives said section.

**SECTION 6.** That the Director of Public Service be and is hereby authorized to enter into contract with Accela, Inc., in the amount of up to \$500,000.00 for professional services, licensing, and maintenance services related to currently installed Accela software.

**SECTION 7.** That for the purpose of paying the cost of this contract the sum of up to \$500,000.00, or so much thereof as may be needed, is hereby authorized to be expended as follows:

**Fund / Project / Project Name / O.L. 01-03 Codes / OCA / Amount**

704 / 470042-100000 / Accela Upgrade/Replacement / 06-6621 / 704042 / \$250,000.00  
514 / 002 / 470042-100000 / Accela Upgrade/Replacement / 06-6621 / 470042 / \$125,000.00  
606 / 690485-100000 (carryover) / Technology Resources / 06-6621 / 606485 / \$62,500.00  
664 / 650729-100002 / Technology Resources / 06-6621 / 647292 / \$62,500.00

**SECTION 8.** 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 9.** That the City Auditor is authorized to make any accounting changes to revise the funding source for all contracts or contract modifications associated with this ordinance.

**SECTION 10.** That the City Auditor is hereby authorized to transfer the unencumbered balance in a project account to the unallocated balance account within the same fund upon receipt of certification by the Director of the Department administering said project that the project has been completed and the monies are no longer required for said project.

**SECTION 11.** 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.