



**CITY OF FORT LAUDERDALE  
City Commission Agenda Memo  
REGULAR MEETING**

**#19-1052**

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**TO:** Honorable Mayor & Members of the  
Fort Lauderdale City Commission

**FROM:** Chris Lagerbloom, ICMA-CM, City Manager

**DATE:** November 5, 2019

**TITLE:** Resolution Waiving the Competitive Solicitation and Selection Processes  
Contained in the Procurement Ordinance for Procuring Accela Master  
Software as a Service and Approving Agreement – Accela, Inc. –  
\$3,652,776 (estimated six-year total) – **(Commission Districts 1, 2, 3  
and 4)**

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**Recommendation**

It is recommended that the City Commission adopt a resolution waiving the competitive solicitation and selection process in the Procurement Ordinance for procuring Accela Master Software as a Service (“SaaS”) from Accela, Inc., and approving and authorizing execution of an Accela Master Software as a Service (SaaS) Agreement with Accela, Inc., in substantially the form attached, in the estimated, six-year total of \$3,652,776.

**Background**

On July 12, 2016, the City Commission approved the purchase of the Accela Civic Platform via the General Services Administration Contract No. GS-35F-0119Y (CAM 16-0857). The Accela platform is the new, cloud-hosted land management system that utilizes modern hardware and virtual infrastructure to increase the automation of current manual tasks, expand the usage of electronic records to improve productivity and public service delivery. Final implementation of the platform will result in an electronic, paperless environment for the entire development process including development review, inspection and plan review. Issues with converting legacy data delayed the project, however the issues have been resolved and the new system went live in October 2019. The new system has been re-branded and at Go-Live will be referred to as LauderBuild.

Access to LauderBuild was originally purchased for internal users to access the system via user licenses. Accela is shifting its customers, particularly those who are cloud-hosted, from individual user licenses to SaaS. The SaaS approach will allow users to access all modules within the platform without paying for a la carte access options available under the user license format. Switching to the SaaS model allows the department to more accurately forecast licensing needs and allows all users to access the platform without restrictions.

Purchasing SaaS access directly from the software provider (Accela) provides a more direct relationship between the City and Accela for payment and customer support. Purchasing directly from Accela will also save the City twenty three percent (23%) over the standard pricing. Therefore, a waiver of the competitive solicitation and selection process is required

to purchase SaaS access directly from the vendor.

If approved, the purchase is consistent with Section 2-176(e)(17), Code of Ordinances of the City of Fort Lauderdale, where it specifies that the competitive solicitation selection processes do not apply to “purchases of goods or services for which the provisions of this article are waived by the city commission by resolution.” The City shall receive the vendor’s SSAE 18 report prior to execution of the agreement by both parties.

### **Resource Impact**

There will be a current year fiscal impact to the City in the amount of \$571,842. Funding for this purchase is available in the FY 2020 Operating Budget in the account below listed. Future expenditures are contingent upon approval of annual operating budgets.

Funds available as of October 4, 2019					
ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
001-ITS040101-3401	Application Services	Services/ Material / Computer Maintenance	\$1,049,225	\$1,049,225	\$571,842
TOTAL					\$571,842

### **Strategic Connections**

This item supports the *Press Play Fort Lauderdale Strategic Plan 2024 Strategic Plan*, specifically advancing:

- The Internal Support Focus Area
  - Goal 7: Build a values-based organization dedicated to developing and retaining qualified employees.
    - Objective: Continuously improve service delivery to achieve excellence through innovation.
  - Goal 8: Be a leading government organization that manages all resources wisely and sustainably.
    - Objective: Maintain financial integrity through sound budgeting practices, prudent fiscal management, cost effective operations and long-term planning.

This item advances the *Fast Forward Fort Lauderdale 2035 Vision Plan: We Are Community*.

### **Attachments**

Exhibit 1 – Resolution

Exhibit 2 – SaaS Agreement

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