

1 **BILL NO. S-20-12-07**

2 SPECIAL ORDINANCE NO. S-_____

3 **AN ORDINANCE** approving the Purchase and
4 Installation of Yearly Maintenance for Land
5 Management software at a total cost of \$103,807 from
6 and through Accela, Inc. by the City of Fort Wayne,
Indiana,

7 **NOW, THEREFORE, BE IT ORDAINED BY THE COMMON**
8 **COUNCIL OF THE CITY OF FORT WAYNE, INDIANA:**

9 **SECTION 1.** That the purchase of Yearly Maintenance for Land
10 Management software from Accela, Inc for a total of cost to the City of \$103,807 is
11 hereby approved in all respects. That said Yearly Maintenance will be used to
12 ensure the proper accounting of the City's fiscal operations.

13 **SECTION 2.** That the City is authorized and directed to take all
14 action necessary for the purchase of this system by and through Accela, Inc.

15 **SECTION 3.** That this Ordinance shall be in full force and effect from
16 and after its passage and any and all necessary approval by the Mayor.

17 _____
18 Council Member

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21 APPROVED AS TO FORM AND LEGALITY

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23 _____
24 Carol Helton, City Attorney
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COUNCIL DIGEST SHEET

Enclosed with this introduction form is a tab sheet and related material from the vendor(s) who submitted bid(s). Purchasing Department is providing this information to Council as an overview of this award.

RFPs & BIDS

Bid/RFP #	N/A
Awarded To	Accela, Inc
Amount	\$103,807
Conflict of interest on file?	☒ Yes ☐ No
Number of Registrants	N/A
Number of Bidders	N/A
Required Attachments	

EXTENSIONS

Date Last Bid Out	N/A
# Extensions Granted To Date	N/A

SPECIAL PROCUREMENT

Contract #/ID (State, Federal, Piggyback--Authority)	N/A
Sole Source/ Compatibility Justification	Sole Source – Software Maintenance

BID CRITERIA *(Take Buy Indiana requirements into consideration.)*

Most Responsible, Responsive Lowest	☐ Yes ☐ No <i>If no, explain below</i>
If not lowest, explain	N/A

COUNCIL DIGEST SHEET

COST COMPARISON

<i>Increase/decrease amount from prior years For annual purchase (if available).</i>	This maintenance increased \$98,864 to \$103,807, a 5% increase.
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DESCRIPTION OF PROJECT / NEED

<i>Identify need for project & describe project; attach supporting documents as necessary.</i>	Software maintenance purchases support with software issues and periodically provides new versions of the software.

REQUEST FOR PRIOR APPROVAL

<i>Provide justification if prior approval is being requested.</i>	N/A

FUNDING SOURCE

<i>Account Information.</i>	General Fund - IT Other Services – Maintenance Agreement Software
	Fund Org Object = 0010-00022603-5367

Fort Wayne City Council
c/o City Clerk' Office
200 East Berry Street
Fort Wayne, IN 46802

James Haley
CIO
City of Fort Wayne
(260) 427-1461

Subject: Yearly Maintenance for Accela software

Members of City Council:

This ordinance is to authorize the purchase of yearly maintenance for Land Management software from Accela, Inc for the operation of the City's permitting systems. This year's cost of maintenance for the software is \$103,807.

In exchange for maintenance fees software vendors provide support for problems and periodically provide new versions of software.

Accela is shared with Allen County and they will pay \$129,879 for Accela maintenance. Allen County pays more because they use additional software modules.

Our decision to pay maintenance rests on four factors:

- Do we have a continuing internal commitment to use this software?
- Does the software vendor modify the product to meet current needs?
- Does the vendor help solve problems with the software?
- If we don't use this software, are our alternatives?

The software has been historically been difficult to upgrade and maintain and the users of system are frustrated. In 2020 the City and County have contracted with outside vendors to install the latest version of Accela. We're optimistic this will improve the performance of the system.

Since we still have an internal commitment to use the software, and since we anticipate subsequent versions of the software will solve some of our existing problems, I recommend continued funding of Accela maintenance.

If you have any questions, please call me at 427-1461.

James Haley
CIO
City of Fort Wayne