**Fiscal Impact Statement**

|  |  |
| --- | --- |
| ***Department*** | Department of Permits, Licenses, and Inspections |
| ***Preparer*** | Sarah Kinter, Assistant Director |
| ***Contact*** | Sarah Kinter, Assistant Director |
| ***Type of Initiative*** | [ ]  Legislation | [ ]  Executive Order |
| ***Type of Legislation*** | Contract Authorization |  |

**Description of Initiative**

PLI worked with the Office of Management and Budget Procurement Division to engage in the RFP process and review proposals for the digitization of aperture card and microfiche slides to add to the Department’s library of permit related data. This includes historic permitting information and certificates of occupancy to be added to the publicly-accessible occupancy search tool.

|  |  |
| --- | --- |
| ***Total Cost*** | $ $185,600 |
| ***Frequency of Expenditure*** | [ ]  One-Time | [ ]  Multi-Year |
| ***Funding Source*** | [x]  Operating | [ ]  Capital | [ ]  Grant | [ ]  Trust Fund |
| ***Is this item budgeted?*** | [ ]  Yes | [x]  No |

**JDE Account Information**

The Agreement shall be chargeable to and payable form the following account for an amount not to exceed $185,600.00:

$135,000.00 from 11101.53.53901.130000.2019

$ 50,600.00 from 11101.53.53901.130000.2020

 **Additional Costs**

Not Applicable.

**Impact on City Revenue**

None.

**Attachments**

RFP. Vendor proposal submission.