**301**

**Fiscal Impact Statement**

*Updated 1/29/2020 to satisfy City Code §219.07*

|  |  |
| --- | --- |
| ***Department*** | Department of Permits, Licenses, and Inspection |
| ***Preparer*** | Monica Bender, Personnel and Finance Analyst, PLI |
| ***Standing Committee Representative*** | Director Kinter, Department of Permits, Licenses and Inspections (PLI), Director Garces, Department of Innovation & Performance (I&P), Senior Manager Angie Martinez, Department of Mobility and Infrastructure (DOMI) |
| ***Type of Legislation*** | Contract Authorization |

**Description of Legislation**

Resolution amending Resolution No. 389 of 2019, authorizing the Mayor and the Director of the Department of Permits, Licenses, and Inspections (“PLI”) to enter into an agreement or agreements and amendments to extend the existing contract with Accela Inc. for an additional year.

The number of licenses has been reduced from 65 licenses to 10 licenses as department’s complete the transition to the Computronix POSSE system, allowing for online permitting and licensing capabilities. Current license holders include staff of PLI, the Department of Mobility and Infrastructure (“DOMI”), the Department of Public Works (“DPW”), and the Department of City Planning (“DCP”) to issue various permits.

|  |  |
| --- | --- |
| ***Total Cost*** | $ $19,957.13 |
| ***Frequency of Expenditure*** | [x]  One-Time | [ ]  Multi-Year |
| ***Funding Source*** | [x]  Operating | [ ]  Capital | [ ]  Grant | [ ]  Trust Fund |
| ***Is this item budgeted?*** | [x]  Yes | [ ]  No |

**JDE Account Information**

The Agreement shall be chargeable to and payable form the following account for an amount not to exceed $19,957.13:

$19,957.13 from 11101.130000.53.53301.2020

**Additional Operational Costs**

NA

**Impact on City Revenue**

NA

**If the resolution authorizes a professional services contract, complete this page:**

|  |  |  |  |
| --- | --- | --- | --- |
| ***Method of Procurement****Select one.* | [ ]  RFP | [ ]  Signed Waiver from OMB | [x]  Amendment to Existing Contract*Do not fill out the rest of the form.* |

**Name of Vendor and Award Justification**

List the name of the awarded vendor and its qualifications.

**Other Respondents**

List the other respondents. If there were none, clearly state that.

**Selection Criteria**

Describe the selection or scoring criteria.

**Selection Committee Representation**

List the department(s) or bureau(s) represented on the committee. Do not list individual names.

**Waiver Justification**

If a waiver was granted, explain the justification.

**EORC Synopsis**

Insert synopsis that was presented.

|  |  |  |
| --- | --- | --- |
| ***Date Presented at EORC:*** Insert date. | [ ]  Approved | [ ]  Not Approved |

*Per §219.07 of the City Code, you* ***must*** *include an electronic copy of the solicitation or your signed waiver with your submission to the Office of Management and Budget.*

**Attachments**

* *Please attach any additional documents and/or exhibits.*

**The attachment includes the licensing quote via email.**