



AGENDA MEMORANDUM

Future Item for the City Council Meeting of September 18, 2018
Action Item for the City Council Meeting of September 25, 2018

DATE: September 18, 2018

TO: Keith Selman, Interim City Manager

FROM: Mike Markle, Interim Assistant City Manager
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GovQA Code Enforcement Applications Software License

CAPTION:

Resolution authorizing a five-year service agreement for the purchase of GovQA Code Enforcement Applications Software License from WebQA, Inc., dba GovQA, Woodridge, IL, for \$75,000.

PURPOSE:

This service agreement will provide the purchase of GovQA Code Enforcement Applications Software License for the Code Enforcement Division.

BACKGROUND AND FINDINGS:

The Code Enforcement Division has utilized GovQA Code Enforcement Applications Software successfully for the last five years. This webhosted system allows the City to streamline its processes of complaints and violations, address them in a timely manner and notate any action taken against the complaint. The webhosted system is also used by other City departments to streamline the complaints to the appropriate Code Enforcement Officers. The system allows for quality and efficiency for reports and tracking capabilities of any abatements or fees placed against the properties.

This GovQA Code Enforcement Applications Software License is quoted as a sole source purchase. Changing the current system would not be cost effective due to the volume of data already stored and tracked in the current system.

ALTERNATIVES:

None.

OTHER CONSIDERATIONS:

Not applicable.

CONFORMITY TO CITY POLICY:

This purchase conforms to the City's purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Non-emergency.

DEPARTMENTAL CLEARANCES:

Code Enforcement

FINANCIAL IMPACT:

☒ Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2017-2018	Current Year	Future Years	TOTALS
Line Item Budget		\$75,000.00	\$75,000.00
Encumbered / Expended Amount		\$0.00	\$0.00
This item		\$75,000.00	\$75,000.00
BALANCE		\$0.00	\$0.00

Fund(s):

Comments: The contract value total is a not-to-exceed \$75,000 which all will be funded next year and the following years in future year's budgets at \$15,000 each year bringing the total contract value to \$75,000.

RECOMMENDATION:

Staff recommends approval of the resolution as presented.

LIST OF SUPPORTING DOCUMENTS:

Resolution
Price Sheet
Service Agreement