



Legislation Details (With Text)

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**Type:** Action Item      **Status:** Agenda Ready

**File created:** 3/31/2016      **In control:** Town Council Meeting

**On agenda:** 4/18/2016      **Final action:**

**Title:** Approval of Tyler Technologies Inc. Contract for Permits & Code Enforcement Software with Related Goods and Services

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Town of Vienna Munis Permits Quote 1-21-2016, 2. MunisPermitsCode, 3. Implimentation Schedule, 4. Tyler NJPA Award 2015, 5. Tyler NJPA New in 2015

Date	Ver.	Action By	Action	Result
4/18/2016	1	Town Council Meeting	approved	Pass

**Subject:**

Approval of Tyler Technologies Inc. Contract for Permits & Code Enforcement Software with Related Goods and Services

**EXPLANATION AND SUMMARY :**

The Town of Vienna has been implementing Tyler software with related goods and services since August 2014. So far, the Town of Vienna is on its way to completing phase 1 of Enterprise Resource Planning (ERP).

In 2014, the Department of Planning and Zoning (DPZ) was considered to be part of this implementation, but decided to wait until other departments had completed implementations. DPZ is ready to implement the Permits & Code Enforcement module using FY 16 Consulting Services budget (total \$63,500).

The Department of Planning and Zoning is making an effort to modernize departmental functions and operations in order to be more efficient. The Permits & Code Enforcement software can improve speed, consistency, and predictability of permit and code enforcement processes. The software allows for basic online applications, such as a sign permit, for example, which will enable the department to be more customer friendly and eliminate additional scanning efforts by staff. Munis Scheduler automates certain reports, periodic inspections, and violation notices. The central property master file helps easily track various approvals on the property, including Conditional Use Permit expiration date, and requires no additional physical storage space to archive documents.

The Planning and Zoning Department currently is not electronically integrated with any other departments within the Town. It is the goal of the department to have software which will integrate with other departments. To that end, Permits & Code Enforcement software has been reviewed by

the planning, public works, information technology, and finance departments. Tyler's Technologies Inc. (Munis) software stands out among others as the best fit for our Town. It will grow with the Town and integrates departments in real-time.

Implementation timeline: seven months from start date in May 2016.

**Departmental Recommendation** : Recommend approval of Tyler Technologies Inc. (Munis) contract in an amount not to exceed \$57,140, with a 5% contingency (\$59,997) included, riding NJPA Contract Number 110515.

**Finance Recommendation** : Recommend approval.

**Purchasing Recommendation** : The NJPA contract is current and rideable.

**Town Attorney Recommendation** : The Town may ride the NJPA contract for the proposed software and technology purchase or solicit bids in the discretion of Town Council.

**Town Manager's Recommendation** : I recommend the Town Council award a not to exceed contract to Tyler Technologies as presented.

Cost and Financing: Not to exceed \$59,997

Account Number: 100-18110-43101

Decision Needed by This Date: April 18, 2016

#### **PROPOSED/SUGGESTED MOTION**

"I move to award a not-to-exceed \$57,140 Permits & Code Enforcement Software with Related Goods and Services contract to Tyler Technologies Inc.,

Or

Other action deemed necessary by Council.