



**CITY OF HOUSTON - CITY COUNCIL**

Meeting Date: 9/14/2022

ALL

Item Creation Date: 8/30/2022

T29421 - Software Application and Services - ORDINANCE

Agenda Item#: 64.

**Background:**

**Request for Proposals (RFP) received October 29, 2020, for S49-T29421 – Approve an ordinance awarding a contract to Spruce Technology, Inc. in the maximum contract amount of \$4,389,129.98 for a software application and services for Plat Tracker (PT) and Historic Preservation Tracker (HPT) solution for the Planning and Development Department.**

**Specific Explanation:**

The Director of the Planning and Development Department and the Interim Chief Procurement Officer recommend that City Council approve an ordinance awarding a **five (5) year contract, with two (2) one-year options to renew to Spruce Technology, Inc.** in the maximum contract amount of **\$4,389,129.98** for a software application and services for Plat Tracker (PT) and Historic Preservation Tracker (HPT) solution for the Planning and Development Department. The Director may terminate this Agreement at any time by giving 30 days written notice to Contractor.

Contractor shall provide all labor, material, and supervision necessary to perform professional services, maintenance services, technical support, to provide a software solution and deliverables to redesign and streamline the City's platting and historical preservation processes. Such related services shall include, but may not be limited to:

1. Contractor will build the software solution within the City's MS Dynamics 365 environment for hosting the solution.
2. Contractor shall provide the following implementation services: project management, business process analysis, configuration, data conversion and migration, reporting and analytics.
3. Contractor shall be responsible for all interfaces and third-party integrations including but not limited to: Esri GIS, MS Outlook, Active Directory, BlueBeam Revu and ChasePay.
4. Contractor shall provide the following support services: application administration, database administration, escalation support and issue resolution.
5. Contractor will include planned professional services for future enhancements, interfaces and customizations.

The RFP was advertised in accordance with the requirements of the State of Texas bid laws and as a result, proposals were received from Oracle America, Inc., Nagarro, Inc., The Davenport Group USA, Ltd., Incapsulate, LLC, Sierra Digital, Inc., Spruce Technology, Inc., and Salem Infotech, Inc.. The evaluation committee consisted of members from the Planning and Development Department, and Houston Information Technology Services.

The proposals were evaluated based on the following criteria:

- Responsiveness of the Proposal
- Technical Competence
- Price Proposal

Spruce Technology, Inc. received the highest overall scores and was deemed to be the best qualified firm to meet the requirements as outlined in the RFP.

This was presented to the Transportation, Technology and Infrastructure Committee on June 9, 2022.

**M/WBE Subcontracting:**

The RFP was advertised with a 24% goal for M/WBE participation. Spruce Technology, Inc. has designated the below-named company as its certified M/WBE subcontractor.

<u>Name</u>	<u>Type of Work</u>	<u>Percentage</u>
Amsys Innovation Solutions	Providing technical resources and subject matter expertise	24%

**Pay or Play**

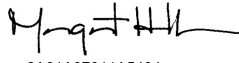
The proposed contract requires compliance with the City's "Pay or Play" Ordinance regarding health benefits for employees of City contractors. In this case, Spruce Technology, Inc. has elected to provide health benefits to eligible employees in compliance with City policy.

**Hire Houston First:**

The proposed contract requires compliance with the City's "Hire Houston First" (HHF) Ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case the firm is not a designated company, therefore the HHF preference was not applied to the contract award.

**Fiscal Note:**

Funding for this item is included in the FY 2023 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

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**Jedediah Greenfield, Interim Chief Procurement Officer**  
 Finance/Strategic Procurement Division

**Department Approval Authority**

Estimated Spending Authority			
DEPARTMENT	FY2023	OUT YEARS	TOTAL
Planning and Development	\$1,238,756.24	\$3,150,373.74	<b>\$4,389,129.98</b>

**Amount and Source of Funding:**

\$4,389,129.98  
 PD Special Revenue  
 Fund No. 2308

**Contact Information:**

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**ATTACHMENTS:**

Description	Type
Ownership Inf Form	Backup Material
Clear Tax Report	Backup Material
MWBE Agreement	Backup Material
PoP Form	Backup Material
Col	Backup Material
Form B	Backup Material
Cert. of Funds	Backup Material
Agreement/Contract	Backup Material