



# CITY OF HAYWARD

Hayward City Hall  
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[www.Hayward-CA.gov](http://www.Hayward-CA.gov)

## Cover Memo

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**DATE:** December 1, 2020

**TO:** Mayor and City Council

**FROM:** Development Services Director

### **SUBJECT**

Adopt Three Resolutions: 1) Amending the FY 2021 CIP Budget to Transfer and Appropriate Funds to Project Number 07267, Online Permitting, in the Amount of \$347,138 to Increase the Total Project Budget Amount Not to Exceed \$1,161,870 for the Purchase of Energov Online Permitting Solution and Other Related Project Management Services; 2) Authorizing the City Manager to Negotiate and Execute an Amendment to the Agreement with Tyler Technologies, Inc.; and 3) Authorizing the City Manager to Negotiate and Execute an Amendment to the Agreement with SoftResources LLC

### **RECOMMENDATION**

That Council adopts three resolutions (Attachment II, III, and IV) authorizing the City Manager to:

1. Amend the Fiscal Year 2021 Operating and Capital Improvement Program (CIP) Budgets related to the transfer and appropriation of funds to Project Number 07267 in the amount of \$347,138 in order to increase the project budget to the amount of \$1,161,870;
2. Negotiate and execute an amendment to the agreement with Tyler Technologies, Inc. to acquire, install, implement and receive technical support for EnerGov permitting Software as a Solution (SaaS), authorizing an increase in an amount of \$235,138 for a total not-to-exceed contract amount of \$1,321,019; and
3. Negotiate and execute an amendment to the agreement with SoftResources LLC for project management services throughout the EnerGov project, extending the term of the agreement to December 2021 and authorizing an increase in the amount of \$112,000 for a total not-to-exceed contract amount of \$259,105.

## **SUMMARY**

In 2019, the City entered into several contracts to begin implementation of a new online permitting system. The agreement with SoftResources LLC covers a significant portion of the project management and oversight of implementation. The agreement with Tyler Technologies, Inc. covers the purchase of the actual software as a solution (SaaS) product as well as associated implementation costs. Given staffing departures and additional software solutions necessary to meet operational needs, additional funding is required to complete the project. Staff recommends increasing the contract with Tyler Technologies in an amount of \$235,138 for a total not-to-exceed contract amount of \$1,321,019 and increasing the contract with SoftResources in the amount of \$112,000 for a total not-to-exceed contract amount of \$259,105. An increased budget appropriation is also recommended to bring the total CIP project cost to \$1,161,870. The difference between the Tyler Technologies increased contract amount (\$1,321,019) and the increased budget appropriation (\$1,161,870) results from the plan to pay Year 3 SaaS fees via future IT internal service fees in the operating budget. Therefore, this amount does not need to come out of the CIP project budget and is the reason why the project budget is less than the Tyler contract amount.

## **ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Resolution CIP Budget Amendment
Attachment III	Resolution Tyler Technologies Inc. Amendment
Attachment IV	Resolution SoftResources LLC Amendment