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2015 JUL -2 AM 11:05

AGENDA REPORT

TO: Sabrina B. Landreth
CITY ADMINISTRATOR

FROM: Rachel Flynn

SUBJECT: BuildingEye Contract

DATE: June 12, 2015

City Administrator
Approval

Date

7/1/15

COUNCIL DISTRICT: City-wide

RECOMMENDATION

Staff recommends that the City Council approve:

A Resolution Waiving Formal Advertising, Competitive Bidding, And The Request For Proposals/Qualification (“RFP/RFQ”) Requirements Of The Oakland Municipal Code (“OMC”); And Authorizing The City Administrator Or Designee To Negotiate And Execute A Three (3) Year Contract With BuildingEye To Provide Software, Hardware and Technical Services To Implement And Maintain Enhancements To The City’s Land Use And Building Permit Systems In An Amount Not To Exceed \$159,450, Without Return To Council.

OUTCOME

Adoption of the proposed resolution would authorize the City Administrator to waive formal advertising, competitive bidding, and the Request for Proposals/Qualification (“RFP”/RFQ”) requirements and enter into a contract with BuildingEye for technical services, hardware, software; and required maintenance to implement enhancements to the City’s building and planning electronic system that will provide outside users, such as property owners, contractors, businesses and developers, electronic access to these systems.

BACKGROUND/LEGISLATIVE HISTORY

The Planning & Building Department provides essential Land Management services and implemented Accela, the new land-use and permitting system in January 2014. Accela has increased staff’s ability to efficiently process and record permit and inspection information; however, most information housed in Accela is currently directly accessible only to City staff.

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The implementation of BuildingEye would provide access to data, such as; Planning Applications, Building Permits, and Code Enforcement, to users and the general public visualized on an interactive map.

Oakland Municipal code sections 2.04.050.I.5 and 2.04.051.B permit the Council to waive advertising and bidding and the request for proposal/qualification (“RFP/Q”) processes for the acquisition of software licenses, equipment and services upon a finding that it is in the best interest of the City to do so. Staff recommends that the City Council find and determine that it is in the best interest of the City to waive formal advertising and competitive bidding requirements for this agreement. Staff performed a due diligence search for comparable vendors to perform this service; however, since this is a new government tool, there were no other qualified vendors identified.

BuildingEye is designed to work specifically with Accela and is the sole vendor able to effectively deploy and integrate this type of application with the Accela system. Another platform, Civic Insight, exists; however, it does not meet our objectives because it only provides customers access to Building and Code Enforcement records but not Planning. Contract language will include a detailed scope of work with defined deliverables, along with associated timelines and costs. The City and County of San Francisco planning staff highly recommends BuildingEye after the successful implementation of similar modules. BuildingEye has also implemented modules for the City of Palo Alto, City of Alameda, and City of Corvallis.

ANALYSIS

BuildingEye would allow users to search by certain criteria, such as; zip code, neighborhood, address, or parcel number to view the status of the permit application process or development that is occurring in any Oakland neighborhood.

The elements of the proposed BuildingEye implementation include a phase-in of three modules: Planning, Building, and Code Enforcement. Each module would provide status of applications, would easily allow Oakland residents to easily view current (or completed) applications anywhere in the City and would allow them to also create email alerts letting them know when an application (which could be filtered further by type) is submitted in the geographic area that they select. Residents would be able to select each item visible and gain access to key information such as:

- 1) A project description;
- 2) A City contact with name, phone, and email;
- 3) The current project status; and,
- 4) Documents or project plans (if applicable).

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Currently property owners within a 300' radius are notified of many types of Planning applications, 17 days prior to the decision being made. An interested resident now could see the proposal within just a day or two after it was submitted. What's more, it would not require City staff to do anything more than to create a record of the project in Accela, like staff already does. BuildingEye would automatically upload the data and make it available. While this in no way substitutes for proper public notice prior to making a decision, it's a way of informing neighbors early on that a development project has been received and allows the community engagement process to begin earlier. For added convenience, members the public can also set up email alerts within user-defined geographic boundaries to notify them anytime an application has been submitted.

Even for processes without public notice, like Building permits, staff believes this will be beneficial as residents will be able to track the progress of applications as well as have an understanding of who to direct questions to.

The current system allows customers to search online for permits by address or application number. This system works, but is not the most user friendly experience as it assumes you're searching for one specific project. This new system allows customers to do much more general searches of permit types and histories as well as having other tools such as email alerts that don't exist with the current system.

BuildingEye is designed specifically to work with the Accela operating system, which the City went live with in 2014.

PUBLIC OUTREACH/INTEREST

This item did not require any additional public outreach further than the required posting on the City's website.

COORDINATION

This report and resolution have been reviewed by the City Attorney's Office and Controller's Bureau.

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COST SUMMARY/IMPLICATIONS

| Module | Year 1 | Year 2 | Year 3 | Grand Total |
|-----------------------|---------------|---------------|---------------|--------------------|
| Planning | 18,700 | 18,700 | 18,700 | 56,100 |
| Building | 17,000 | 17,000 | 17,000 | 51,000 |
| Code Enforcement | 14,450 | 14,450 | 14,450 | 43,350 |
| Set Up fee (One-time) | 9,000 | n/a | n/a | 9,000 |
| Total | 59,150 | 50,150 | 50,150 | 159,450 |

Funding for this contract is appropriated as part of the FY 2015-17 Budget in the Development Services Fund (2415), Administration: Planning & Building Organization (84111), PERTS Project (P249920), and Administration Program (IP49).

SUSTAINABLE OPPORTUNITIES

Economic: There are no economic development opportunities related to this report.

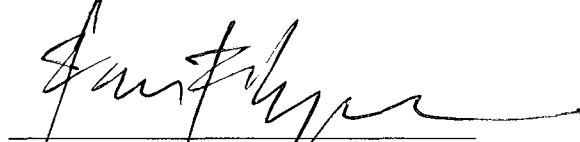
Environmental: There are no environmental opportunities related to this report.

Social Equity: The Department will be able to provide a higher level of service to the community with the implementation of BuildingEye.

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For questions regarding this report, please contact Robert Merkamp, Development Planning Manager, at (510) 238-6283.

Respectfully submitted,



RACHEL FLYNN
Director of Planning and Building

Prepared by:

Rina Hernandez, Administrative Services Manager
Planning and Building Department

Robert Merkamp, Development Planning Manager
Planning and Building Department

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DRAFT

City Attorney

FILED
OFFICE OF THE CITY CLERK
OAKLAND**OAKLAND CITY COUNCIL**

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RESOLUTION No. _____ C.M.S.

RESOLUTION:

- (1) **WAIVING ADVERTISING, COMPETITIVE BIDDING AND THE REQUEST FOR PROPOSALS/QUALIFICATION ("RFP/RFQ") REQUIREMENTS OF THE OAKLAND MUNICIPAL CODE ("OMC"); AND**
- (2) **AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE A THREE (3) YEAR CONTRACT WITH BUILDINGEYE TO PROVIDE SOFTWARE, HARDWARE AND TECHNICAL SERVICES TO IMPLEMENT AND MAINTAIN ENHANCEMENTS TO THE CITY'S LAND USE AND BUILDING PERMIT SYSTEM IN AN AMOUNT NOT TO EXCEED ONE HUNDRED FIFTY NINE THOUSAND FOUR HUNDRED AND FIFTY DOLLARS (\$159,450), WITHOUT RETURN TO COUNCIL**

WHEREAS, the Planning and Building Department seeks authorization to negotiate and enter into a three (3) year contract with BuildingEye for technical services, hardware, software, and related maintenance and support; and

WHEREAS, since January 2014, the Planning and Building Department has used ACCELA, a land-use management and permitting system; and

WHEREAS, BuildingEye is designed to work specifically with ACCELA and staff has determined through reviewing similar systems in other cities, that BuildingEye is the sole vendor able to provide access to ACCELA data such as Planning Applications, Building Permits and Code Enforcement information to users and the general public on an interactive map; and

WHEREAS, BuildingEye has successfully implemented similar programs for the City of Palo Alto, City and County of San Francisco, City of Alameda, and City of Corvallis; and

WHEREAS, Oakland Municipal code sections 2.04.050.I.5 and 2.04.051.B permit the Council to waive advertising and bidding and the request for proposal/qualification ("RFP/Q") processes for the acquisition of software licenses, equipment and services upon a finding that it is in the best interest of the City to do so; and

WHEREAS, staff recommends that the advertising and competitive processes be waived for this purchase because staff has determined that BuildingEye is specifically designed to work with ACCELA and is the only vendor able to provide outside users full electronic access to the City's planning, building and code enforcement systems ; and

WHEREAS, the proposed contract is of a technical and temporary nature and the City Administrator has determined that it will not result in the loss of employment or salary by any person having permanent status in the civil service system; and

WHEREAS, funding for this contract is available as part of the FY 2015-17 Budget in the Development Services Fund (2415), Administration: Planning & Building Organization (84111), PERTS Project (P249920), and Administration Program (IP49); now, therefore, be it

RESOLVED: That the City Administrator or his Designee, is authorized to negotiate and execute a three (3) year contract with BuildingEye for software, hardware and technical services to implement and maintain enhancements to the city’s land use and building permit system that will provide electronic access to outside users in an amount not to exceed one hundred fifty nine thousand four hundred and fifty dollars (\$159,450), without return to council; and be it

FURTHER RESOLVED: That pursuant to Oakland Municipal Code sections 2.04.050.I.5 and 2.04.051.B and based on the information set forth in the City Administrator’s report accompanying this item and above, the City Council finds and determines it is in the City’s best interests to waive advertising, bidding and the Request for Proposals/Qualification (“RFP/RFQ”) requirements of the Oakland Municipal Code (“OMC”); and be it

FURTHER RESOLVED: That the City Council finds and determines that the proposed contract is of a technical and temporary nature and the City Administrator has determined that it will not result in the loss of employment or salary by any person having permanent status in the civil service system; and

FURTHER RESOLVED: That the City Administrator is authorized to execute any amendments or modifications of the agreements within the limitations of the project specifications.

IN COUNCIL, OAKLAND, CALIFORNIA, _____

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, CAMPBELL-WASHINGTON, GALLO, GUILLEN, KALB, KAPLAN, REID and PRESIDENT GIBSON MCELHANEY

NOES -

ABSENT -

ABSTENTION -

ATTEST: _____
LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California