

## **Non-Competitive Contract for Land Management Information System (LMIS) Consulting Services**

Presented To:	Finance and Administration Committee
Meeting Date:	April 18, 2023
Type:	Managers' Reports
Prepared by:	Peter Taylor Information Technology
Recommended by:	General Manager of Corporate Services

### **Report Summary**

This report provides a recommendation regarding a non-competitive vendor of record contract for consulting services to complete the Land Management Information System (LMIS) capital project that is delivering an online permitting system called PRONTO and to continue working with Vision33 for additional services that may be required post implementation.

### **Resolution**

THAT the City of Greater Sudbury approves the non-competitive (single source) contract as outlined in the report entitled, "Non-Competitive Contract for Land Management Information System (LMIS) Consulting Services", from the General Manager of Corporate Services presented at the Finance and Administration Committee meeting of April 18, 2023.

### **Relationship to the Strategic Plan, Health Impact Assessment and Community Energy & Emissions Plan (CEEP)**

The City Strategic Plan specifically states an objective of, 'Continue to implement the Land Information System, which will transform the development and building permit approval process'.

### **Financial Implications**

The requested contract is within the remaining budget of the LMIS capital project. See background below.

### **Background**

The project to implement the Land Management Information System (LMIS) is included in the City Strategic Plan. The project delivers an online permitting system called PRONTO, based on a software platform called Accela. PRONTO will be a citywide, property-based system that provides a comprehensive history of all development, permitting, licensing, inspections, and bylaw related activities for properties and land in the City.

Current project milestones include:

1. A March release, available to an initial set of development community users to prove out the technology and provide feedback for future releases.

2. A June public release of the online permitting system, to enable the public to create and manage building permit applications such as New Construction, Plumbing, Accessory and more.
3. Post June, expect releases of additional permit applications, the capture of historic data and work to add other land development functions to the system.

These milestones deliver benefits to building permit approvals in 2023 and continue to progressively release enhancements to planning and building services until completion of the original LMIS project in 2025. Accomplishing these milestones relies on the work of staff and of consultants who are skilled in the Accela software platform.

Beyond the original project, PRONTO has the potential to add efficiency to other City services that rely on property-based information such as Solid Waste or Fire services. Subsequently a vendor of record agreement that extends beyond the original project is requested so we can quickly implement other phases when budget through a business case is approved by Council.

The LMIS project has an approved capital project. A Request for Proposal (RFP) originally selected and contracted with the vendor Avocette, for the software platform Accela and for consulting services to implement the City's requirements. Here is a summary of expenditures so far:

<b>Summary of LMIS capital project expenditures</b>		
Category	To March 2023	Notes
Hardware & Software	\$876,851	1
Salaries	\$217,347	2
Total To Date	\$1,094,198	
Budget	\$3,600,000	
Remaining	<b>\$2,505,802</b>	

Notes: 1, 2 The amounts for 2023 do not reflect work in progress that is not yet invoiced.

During 2022 the project encountered obstacles with availability of consulting staff from the original vendor. To help explain this, the entire technology industry experienced high staff turnover in 2022. This vendor shared the City's desire to see the LMIS project succeed and supported the City in contracting another vendor, Vision33, for needed consulting services. Also, the contract with Avocette has a non-exclusivity clause permitting the City to purchase consulting services from other vendors. This resulted in a limited engagement due to urgency, which was under \$100,000 with Vision33, as permitted under the City Purchasing By-Law Section 22. Vision33 then proved its capability by delivering the LMIS March 2023 release. Here is a summary of project expenditures to both Avocette and Vision33 so far:

<b>Capital expenditures to Accela implementation consultants</b>					
Consultant	2021	2022	2023	Totals	Notes
Avocette for consulting	\$31,569	\$33,767	\$198,190	\$263,526	1
Avocette for Accela licensing	\$472,574			\$472,574	
Vision33 for consulting			\$51,341	\$51,341	2

Notes: 1. In addition to the 2023 amount, Avocette has work in progress of approximately \$50,000; 2. Vision33 has 2023 work in progress of approximately \$40,000.

Prior to bringing in Vision33, we contacted another Ontario municipality who uses the Accela platform. Vision33 was recommended and they had consultants available to help with our March release. Vision33 has also provided plans and has consulting resources to work beyond our March release. Through their work programming our March release, Vision33 now has valuable knowledge and experience of our PRONTO environment which will assure timely future enhancement releases.

Due to the limited number of vendors with available resources in the market, Vision33's knowledge of our environment, successful performance to date, and to avoid future obstacles in the delivery of the LMIS solution in a timely manner, it is recommended to move forward with a non-competitive vendor of record contract for LMIS consulting services with Vision33 for the implementation of the LMIS and for additional services that may be required post implementation. The contract shall be limited to consulting on the Accela software platform and limited by approved budgets.

Under applicable Trade Agreements, the following exemptions would be applicable to the procurement of the contract with Vision33:

*CFTA Article 513/ CETA – Article 19.12 Exemptions :*

*1. (b) if the goods or services can only be supplied by a particular supplier and no reasonable alternative or substitute goods or services exist : (iii) due to absence of competition for technical reasons.*

*1. (c) for additional deliveries by the original supplier of goods or services that were not included in the initial procurement, if a change of supplier for such goods or services: (i) cannot be made for economical or technical reasons such as requirements of interchangeability or inoperability with existing equipment, software, services, or installations procured under the initial procurement; and (ii) would cause significant inconvenience or substantial duplication of costs for the procurement entity.*

As a final note, independent of a contract with Vision33, the agreement with the original vendor Avocette will continue until the end of its term, December 31, 2025. Through the Avocette agreement the City procures Accela software licenses and maintains the option to contract for consulting services with Avocette if and as required. The non-exclusivity clause in the Avocette agreement permits the City to maintain the Avocette agreement while contracting with Vision33.