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Title: Authorizing the Mayor and City Clerk to execute the initial 10-year term for the Accela Cloud Hosting Support and Maintenance contract and professional services to migrate to the cloud with Accela, Inc

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Attachments:

Date	Ver.	Action By	Action	Result
12/10/2024	1	COMMON COUNCIL	Adopt	Pass
12/2/2024	1	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass
11/26/2024	1	COMMON COUNCIL	Refer	Pass
11/19/2024	1	Department of Information Technology	Referred for Introduction	

Fiscal Note

The proposed resolution authorizes the execution of the initial 10-year term for the Accela cloud migration and cloud hosting support and maintenance contract. Funding for the contract in 2025 is available through Information Technology's (IT) 2025 Adopted Capital and Operating Budgets. Professional services to migrate to the cloud total \$245,000. This amount will be paid through the 2025 Capital Budget (Munis program 12418/2025 project 15195). The 2025 software maintenance agreement portion of the contract will be split between the 2025 Capital Budget (\$286,340; 2025 project 15195) and the 2025 Operating Budget (\$299,000; account 17700-54335-00000). No additional City appropriation required.

Title

Authorizing the Mayor and City Clerk to execute the initial 10-year term for the Accela Cloud Hosting Support and Maintenance contract and professional services to migrate to the cloud with Accela, Inc

Body

WHEREAS, Accela, Inc. is the provider of the city's enterprise licensing and permitting system, acquired in 2008 after a competitive selection process, and supports more than 250 business process throughout the City managing nearly 200,000 permits and licenses annually, with almost 70% of those occurring online; and

WHEREAS, as a next step in the City's ongoing modernization of technology business solutions, moving to Accela's Software-as-a-Service (SaaS) "Civic Application" platform will provide benefits of reduced hardware and infrastructure maintenance, ensure the City is on the most current releases with less interruption of services, increase system security and improve access to staff working at job sites; and

WHEREAS, as with most software of this nature, the manufacturer, Accela, Inc., is the sole source provider of support, maintenance and professional services of this platform. The first-year maintenance and licensing costs are \$585,340, with a negotiated 4-5% yearly increase for the initial 10-year term of the contract and the professional services to migrate to the cloud are \$245,000; and

WHEREAS, under sec. 4.26(4)(b), of the Madison General Ordinances if the aggregate amount of the fee for services exceeds \$50,000 and the contract was not subject to a competitive bidding process, the contract shall meet one of the other requirements of sec. 4.26(4)(a) and be approved by the Common Council; and

WHEREAS, although the Accela system was selected through a competitive process, an RFP will not be issued to renew the software and maintenance because only Accela, Inc. can support and maintain their proprietary software. Therefore, the proposed contract with Accela, Inc. meets the exception to the bidding process in section 4.26(4)(a)2 which states "The service required is available from only one person or firm";

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Clerk are authorized to execute the initial 10-year term for the Accela Cloud Hosting Support and Maintenance contract and professional services to migrate to the cloud with Accela, Inc.; and

BE IT FURTHER RESOLVED, that the Finance Director or designee is authorized to execute system upgrades, module additions and maintenance contracts with Accela, Inc., on a recurring basis for the useful life of the software pending availability of funds in the budget and in a form approved by the City Attorney.