



Legislation Details (With Text)

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**Title:** Resolution to Approve a Contract with Info Tech, Inc. d/b/a Infotech for Appia Construction Management Software for FY23-25 (\$150,000.00) (RFP 22-08)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. InfoTech PSA.pdf

Date	Ver.	Action By	Action	Result
8/15/2022	1	City Council	Approved	Pass

Resolution to Approve a Contract with Info Tech, Inc. d/b/a Infotech for Appia Construction Management Software for FY23-25 (\$150,000.00) (RFP 22-08)

Attached for your review and consideration is a resolution to approve a Contract with Info Tech, Inc. d/b/a Infotech for the Appia Construction Management Software for \$150,000.00.

The current City software used to manage and track projects through the construction phase is AASHTOWare Project FieldManager™ developed by Info Tech, Inc. and the State of Michigan. This software cost was covered by the State of Michigan because it was required by Michigan Department of Transportation (MDOT) for projects bid through MDOT using Federal funding. The program also had the capability for municipalities to utilize it for their local projects, and the City has been utilizing it for this purpose for almost 20 years. However, MDOT is now phasing out the use of FieldManager and will no longer be providing a software that can manage local projects. Therefore, the Engineering Department is seeking a replacement software to fulfill its construction management needs.

On February 8, 2022 a request for proposal (RFP 22-08) was issued, which included background, current software functions, desired functions, and technical requirements. Proposals were received from ten firms on March 17, 2022. A team of staff members reviewed the proposals, interviewed five of the ten firms, and ultimately selected the software Appia created by Info Tech, Inc. d/b/a Infotech based on their professional qualifications, past involvement with similar projects, implementation approach, proposed functionality, fee proposal, and demonstration of the software during the interview process.

Budget/Fiscal Impact: Funding for this software is available in the approved FY 2023 Public Services Area Project Management Fund Operations and Maintenance Budget. The cost of services for the first two-year agreement is \$150,000.00. After the first two years spanning from FY 23-25, there will be an optional four, two-year renewals totaling eight total years of optional commitment to this software. The cost of these additional optional renewals is shown on the following table:

Year	Price per seat	Seats	Total
1-2	\$1,500.00	50	\$75,000.00
3-4	\$1,600.00	50	\$80,000.00
5-6	\$1,700.00	50	\$85,000.00
7-8	\$1,800.00	50	\$90,000.00
9-10	\$1,900.00	50	\$95,000.00

Including these optional renewals allows the City to lock in prices and have a consistent software on which staff can be trained and become familiar with to use for a longer period. Funding is anticipated to be available in future budgets, if so approved by City Council.

Info Tech, Inc. d/b/a Infotech complies with the requirements of the City’s Non-Discrimination Living Wage Ordinances.

Prepared by: Nicholas Hutchinson, P.E., City Engineer

Reviewed by: Brian Steglitz, Interim Public Services Area Administrator

Approved by: Milton Dohoney Jr., City Administrator

Whereas, It is necessary to replace the current construction management software used by the Engineering Unit, due to the software being phased out;

Whereas, In response to RFP 22-08, the City received ten proposals and selected Info Tech, Inc. d/b/a Infotech based on their professional qualifications, past involvement with similar projects, implementation approach, proposed functionality, fee proposal, and interview demonstration;

Whereas, Info Tech, Inc. d/b/a Infotech complies with the requirements of the City’s Non-Discrimination and Living Wage Ordinances;

Whereas, Funding for the software is available in the approved FY 2023 Project Management Fund Operations and Maintenance Budget; and

Whereas, By including the optional contract renewal, the City can lock in prices and budget accordingly through fiscal year 2032 and funding is anticipated to be included in subsequent fiscal year budgets, if so approved by City Council;

RESOLVED, That the City Council approve a Professional Services Agreement with Info Tech, Inc. d/b/a Infotech in the amount of \$150,000 for implementation, training, licenses, and support;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute said agreement after approval as to form by the City Attorney and approval as to substance by the City Administrator;

RESOLVED, That the City Administrator be authorized to approve up to four (4) two-year renewals to the professional services agreement subject to annual budget appropriations; and

RESOLVED, That the City Administrator be authorized to take the necessary administrative actions to implement this resolution.