



Interoffice Memorandum

July 9, 2019

TO: Mayor Jerry L. Demings
and the Board of County Commissioners

FROM: Carrie Mathes, Manager, Procurement Division

CONTACT: Scott Skraban, Manager, Fiscal and Operation Support Division
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SUBJECT: Ratification of Purchase Order M97166, Renewal of Software Support and Annual Maintenance for the Land Development and Management System

ACTION REQUESTED:

Ratification of Purchase Order M97166, Renewal of Software Support and Annual Maintenance for the Land Development and Management System, with CSDC, Inc., in the amount of \$365,536.79 for the period of July 31, 2019 through July 30, 2020.

PROCUREMENT:

This purchase order will provide annual software maintenance and support for the Land Development Management System (LDMS). These services include telephone support, assisting with updates to the LDMS system integrations, troubleshooting, and resolving software problems. An upgraded version of LDMS software will be provided upon availability. The LDMS provides the Planning, Environmental, and Development Services, Public Works, and Utilities Departments with a single mechanism to manage and process development applications and building, site, and underground permitting.

FUNDING:

Funding is available in account numbers 1011-068-3132-3192 and 0001-068-3132-3192.

APPROVALS:

The Planning, Environmental, and Development Services Department concurs with this recommendation.

REMARKS:

CSDC, Inc. is the sole vendor authorized to provide application software maintenance for its products. The renewal cost is considered reasonable based on market research, which determined that increases for similar services range from 2% to 5%. This renewal reflects an increase of approximately 1.8%, within industry standards.