



Interoffice Memorandum  
July 19, 2017

TO: Mayor Teresa Jacobs  
and the Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division

CONTACT: Louis Schoolkate, County GIS Coordinator,  
Fiscal and Operational Support Division  
407-836-5304

SUBJECT: Approval of Purchase Order M85803, Renewal of Software Support  
and Annual Maintenance for the Land Development and  
Management System (LDMS)

ACTION REQUESTED:

Approval of Purchase Order M85803, Renewal of Software Support and Annual Maintenance for the Land Development and Management System (LDMS), with CSDC Systems, Inc., in the amount of \$350,401.12 for the period of July 31, 2017 through July 30, 2018.

PROCUREMENT:

To provide annual software maintenance and support for the Land Development and Management System. These services include telephone support, assisting with updates to the LDMS system integrations, troubleshooting, and resolving software problems. Also, an upgraded version of LDMS software will be provided upon availability. The LDMS provides the Community, 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 0001 068 3132 3192 and 1011 068 3132 3192.

APPROVALS:

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

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REMARKS:

CSDC Systems, 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%. Since last year, cost has increased approximately 3% for existing maintenance. In addition, this renewal includes the maintenance fees for new licenses purchased for the Fire Rescue Department and for the implementation of electronic plans review. The price of these additions is consistent with the contracted rates.