

REVISED

CONSENT AGENDA

ITEM NO. 8

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
PURCHASING & GENERAL SERVICES DEPARTMENT**

TO: Mayor and City Council

FROM: Janie B. Cantu, Director of Purchasing & General Services

THROUGH: Terry M. Brechtel, City Manager

COPIES: Travis Bishop, Assistant City Manager;
Gary Moeller, Director of Information Technology Services;
Troy Elliott, Director of ERM;
File

SUBJECT: Agreement for Web-Based Street Cutting Permit Application and Web Hosting Service

DATE: June 5, 2003

SUMMARY & RECOMMENDATION:

This ordinance amends Ordinance No. 95735, a Public Works Right-of-Way Management Operating Budget funded contract, in the amount \$35,000 with Syncline Inc. for the services relating to the required web based street cut permitting application for the City of San Antonio. This is for an additional year of web maintenance and hosting and additional enhancements. Staff recommends approval of this ordinance.

BACKGROUND INFORMATION:

This ordinance authorizes the firm of Syncline Inc. to continue the 24/7 hosting and maintenance of the Right-of-Way Management web based street cut permitting application. The initial contract with Syncline Inc. was approved by Council per ordinance No. 95735 dated May 9, 2002.

In an effort to manage the City's ROW, a Right-of-Way ordinance was adopted by the City council on January 2001. The ordinance included provisions for the city to begin the implementation of right of way management policies beginning in May 1, 2001.

On-line permitting, registration and the submittal of maps and excavation plans in an electronic format are required to effectively manage the street cut permitting process. The Right-of-Way (ROW) Management permitting application is beneficial to both the city staff and ROW user. It allows for the ROW users such as San Antonio Water Systems (SAWS), City Public Service (CPS), and Certified Telecommunication Providers (Time Warner, SBC, Grande Communication, etc.) to coordinate their work in a specific location. They can do this by using the permitting systems current Geographic Information System (GIS) map and view information on other ROW users activity on a particular street. It also provides information such as the start and end date of a particular project which allows for the applicant to either move up their start date or postpone their start until the other company has completed their work. This saves the company both time and money by allowing them to allocate their resources to other projects until the particular street becomes available.

Agreement for Web-Based Street Cutting Permit Application and Web Hosting Service

Syncline, Inc., through users previously authorized services, designed the initial City of San Antonio Street Cut Permit application web page. The existing web page has limited capability. Therefore, through this contract, additional services will provide for upgrades to this web page in order to meet the Right-of-Way management ordinance requirements Geographic Information Systems (GIS) will be used for tracking and application of permits by both the city staff and the ROW user. The enhanced permit capturing web site will include invoice features that will facilitate the payment of fees and permits. This system will run independently from the ERM system until such time that the ERM system is adopted by the city and fully functional. Integration between the two systems will be seamless. Public Works has worked with ITSD to ensure complete compatibility between the two systems.

POLICY ANALYSIS:

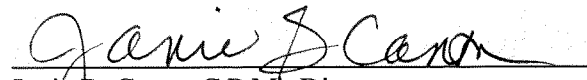
Approval of this ordinance will ensure the continuation of the uninterrupted web based permitting application that allows the Right-of-Way Management Division to provide a service to all Utility and Right-of-Way users. Additionally, this ordinance is consistent with the City council's goals to reduce public inconvenience, improve utility coordination, protect the City's \$3.4 billion investment in infrastructure and guarantee proper street repair.

FISCAL IMPACT:

Funds in the amount of \$35,000 are available from the Right-of-Way Management Fees to Professional Services Fund and are authorized payable to Syncline, Inc.

COORDINATION

This request for ordinance has been coordinated with the Office of Management and Budget, the Purchasing, the Finance Department, the City Attorney's Office and the Information Technology Service Department.

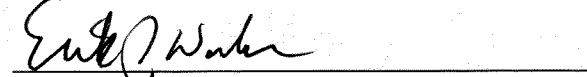


Janie B. Cantu, C.P.M., Director
Purchasing & General Services



Travis M. Bishop, Assistant City Manager
City Manager's Office

APPROVED:



Terry M. Brechtel
City Manager

CITY OF SAN ANTONIO
BID TABULATION

AGREEMENT FOR WEB-BASED STREET CUTTING PERMIT APPLICATION AND WEB
HOSTING SERVICE

Syncline Inc.
373 Washington St.
Boston, MA 02106

DESCRIPTION	AMOUNT
Maintenance	\$10,000.00
Host Web Site	\$20,000.00
Enhancements	\$5,000.00
TOTAL:	\$35,000.00

03-072
JBC/cvc