

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: Development Services Department

AGENDA DATE: JANUARY 9, 2007

CONTACT PERSON/PHONE: ALAN SHUBERT

DISTRICT(S) AFFECTED: ALL

SUBJECT:

Item should read as follows: **Request that the Purchasing Manager, Financial Services, Purchasing Division, be authorized** to issue a purchase order to Informative Graphics for ProjectDox Software that is maintained by Informative Graphics. Informative Graphics is the developer and sole source provider of this software to be used by the Development Services and Engineering Depts.

BACKGROUND / DISCUSSION:

This software will enable the Engineering Dept to expedite submission and review of Storm06 related design packages by enabling the consultants to submit electronically, thus speeding up the bid process. Development Services Department will be able to use the software for electronic plan review of any project submitted to the city. This software has unlimited licensure and may be used by other departments, City Council and the Mayor's Office for various types of projects that require a team approach. This will assist any City of El Paso Department in becoming more customer friendly as it relates to electronic submission and review of plans, moving the city closer to an E-Govt process for anyone needing to do business with the city.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

No

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

Award amount is \$85,000.00 (\$64,000.00 to Informative Graphics / \$21,000.00 to IT for Software and Hardware requirements)

Funds available in: (\$64,000) 33010034-01101-508010 Funds available in: Building Permits and Inspections, Operating Account, Data Processing Equipment and (\$21,000) 14200500-27264-508035-Project PSTM03 PW555 Storm 2006, Communication Equipment, Capital Equipment

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) _____ **FINANCE:** (if required) _____

DEPARTMENT HEAD:  Alan Shubert, Development Services Department Director

(Example: if RCA is initiated by Purchasing, client department should sign also)
Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA: JANUARY 9, 2007

CITY MANAGER: _____

DATE: _____

FINANCIAL SERVICES, PURCHASING DIVISION

DATE: December 26, 2006
TO: Municipal Clerk
FROM: Terrence Freiburg Ray Heredia
Purchasing Manager 541-4316

Please place the following item on the Consent Agenda for the
Council Meeting of January 9, 2007

Item should read as follows: Request that the Purchasing Manager, Financial Services, Purchasing Division, be authorized to issue a Purchase Order to Informative Graphics Corporation who is currently the only self-hosted solution for electronic plan check and review for governmental entities. Informative Graphics Corporation is the sole source maker of ProjectDox.

Award amount is: \$85,000.00

Funds available in: (\$64,000) 33010034-01101-508010 Building Permits and Inspections, Operating Account, Data Processing Equipment and (\$21,000) 14200500-27264-508035-Project PSTM03 PW555 Storm 2006, Communication Equipment, Capital Equipment.

Development Services Department

SPECIAL INSTRUCTIONS: _____

Municipal Clerk's Use ITEM NO. _____

CITY CLERK DEPT.
07 JAN -4 PM 1:37



FINANCIAL SERVICES
PURCHASING DIVISION

SOLE SOURCE AFFIDAVIT

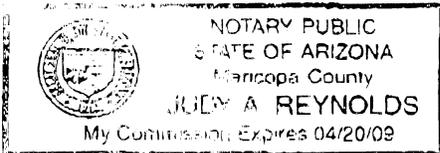
THIS IS AN OFFICIAL PURCHASING DOCUMENT - RETAIN WITH PURCHASE ORDER FILE

Before me, the undersigned official, on this day, personally appeared Carl E. Strain, a person known to me to be the person whose signature appears below, whom after being duly sworn upon his/her oath deposed and said:

1. My name is Carl E. Strain. I am over the age of 18, have never been convicted of a crime and am competent to make this affidavit.
2. I am an authorized representative of the following company or firm: Informative Graphics Corp.
3. The above named company or firm is the sole source for the following item(s), product(s) or service(s):
ProjectDax Plan Review and Electronic Permitting
4. Competition in providing the above named item(s) product(s), service(s) is precluded by the existence of a patent, copyright, secret process or monopoly as stated under Section 252.022, Subchapter A of the Local Governmental Code 7A or as provided for under 7B-F of the same section. Also, attached hereto is a sole source letter, which sets forth the reasons why this Vendor is a sole source provider (dated and signed).
5. There is/are no other like item(s) or product(s) available for purchase that would serve the same purpose or function.
6. Note: This Vendor understands that by providing false information on this Sole Source Affidavit, it may be considered a non-responsible Vendor on this and future purchases and may result in discontinuation of any/all business with the City of El Paso.

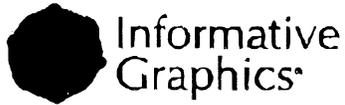
Carl E. Strain
Signature

SUBSCRIBED AND SWORN to before me on this 22ND day of DECEMBER, 2006. BY
CARL E. STRAIN



Judy A. Reynolds
NOTARY PUBLIC
Judy A. Reynolds
PRINTED NAME
4-20-09
MY COMMISSION EXPIRES

COMPANY NAME: Informative Graphic Corp.
 ADDRESS, CITY, STATE & ZIP CODE: 4835 E. Cactus Road, Ste. 445, Scottsdale, AZ
 PHONE: 602-971-6061 x121 FAX NUMBER: 602-971-1714 85254
 CONTACT NAME AND TITLE: Carl E. Strain VP of Operations & CFO
 WEB ADDRESS: www.infograph.com EMAIL: carls@infograph.com
 FEDERAL TAX ID NUMBER: 86-0657337 TEXAS SALES TAX NUMBER: N/A



4835 East Cactus Road
Suite 445
Scottsdale, AZ 85254
602-971-6061

Wednesday October 25th, 2006

Mr. Gary Gordier
IT Director
City of El Paso
El Paso, Texas

Dear Mr. Gordier:

This letter is to verify the following facts of our ProjectDox Plan Review and Electronic Permitting solution.

Projectdox® is currently the only self-hosted solution for electronic plan check and review for governmental entities. It is designed to handle permit project drawings from review, markup, approval and thru the final inspection.

-Informative Graphics are the sole maker of ProjectDox. We are also the only company that has built our application, ProjectDox specifically to integrate with Accela's applications, working directly with the Accela development team.

Informative Graphics has been in business for sixteen years, and we look forward to working with you.

Please contact us if you need anything further, or have any other questions.

Best Regards,

A handwritten signature in cursive script that reads "Carl Strain".

Carl Strain
Chief Financial Officer
Informative Graphics
4835 E Cactus Rd, Suite 445
Scottsdale, AZ 85254-3546

Technology Purchase Request

Complete this form and forward to Information Technology Department - Attention the Information Technology Director.

Department: Development Services Department

Division: Admin

Point of Contact: Suzy Santo

Telephone #: 541-4495

Fax #: 541-4797

Describe in detail the Equipment/Software/Services to be purchased: Purchase of two servers and one SQL License

Detail the intended use of the equipment/software/services described above:

Web-based Software that will allow electronic simultaneous review of submittals. The system will allow full deployment within the City of El Paso for multiple applications.

Is the intended use: New Service/Activity Enhancement Replacement

Estimated cost of the equipment/software/services described above: \$85000.00

Request Information Services to research costs: check here

(Information Services will research equipment/software/services based on your description of intended use.)

Quantify the benefit that will be derived through the purchase of the described equipment/software/services. The requesting department should make every effort to fully document and quantify the benefits such as, new/ enhanced delivery of service(s), FTE reduction, generate revenue, streamline processes, etc, in hard numbers. Time efficiencies and the ability to use the system

Funding:

Date Submitted: 12/15/2006

Approved Disapproved



Department Head

Date Approved: ENTER DATE

Approved Disapproved



Gary Gordier, CIO & IT Director
Information Technology Department