



**City of Missoula, Montana
City Council Committee Agenda Item**

Committee: Budget and Finance

Item: Accela Saas Upgrade and Annual Subscription

Date: September 14, 2022

Sponsor(s): Rachael Kropp, Aaron Bowman, Walter Banziger

Prepared by: Rachal Kropp

Ward(s) Affected:

<input type="checkbox"/> Ward 1	<input type="checkbox"/> Ward 4
<input type="checkbox"/> Ward 2	<input type="checkbox"/> Ward 5
<input type="checkbox"/> Ward 3	<input type="checkbox"/> Ward 6
<input type="checkbox"/> All Wards	<input checked="" type="checkbox"/> N/A

Action Required:

Approve Scope of Work Saas Migration Document and Saas Upgrade with ERD Order form

Recommended Motion(s):

I move the City Council: The committee recommends City Council approve a contract/agreement with Accela for the Scope of Work for SaaS Migration and the annual SaaS Subscription Service contract in the amount of \$50,000 for the migration and an annual fee of \$262,208.47 starting in FY23. The annual fee will increase by about 3% each year.

Timeline:

Committee discussion:	September 14, 2022
Council action (or sets hearing):	September 19, 2022
Public Hearing (if required):	Click or tap here to enter text.
Final Consideration	Click or tap here to enter text.
Deadline:	September 19, 2022

Background and Alternatives Explored:

The City of Missoula uses Accela Software in an on premises model for cross departmental review of Building Permits, Business Licenses, and other project tracking. Moving to a Saas Model will give the city the ability to deploy applications faster without having to worry about needed datacenter infrastructure and provide automatic updates and releases of new software. All the security, compliance, and performance monitoring software are included with the service.

Financial Implications:

The Building Department will pay \$50,000 for the initial Migration. The annual fee outlined in the contract starting at \$262,208.47 with an annual increase of 3% will be split between departments using the software.

Links to external websites: