

**REVISED 11/18/10**  
Key Contract Terms – Professional Services and Licensing

Vendor/Contractor Name: Accela, Inc.

Contract control number: CE15002

City's contract manager: Dan Roberts/Stephanie Stephenson

Was this contractor selected by competitive process? Yes

Term/Duration of contract/project: **12/15/2010 to 01/01/2016**

Renewal terms: n/a

Purpose: To purchase the Accela Automation enterprise solution that will be replacing the current Permitting, Licensing, Inspections and Plan Review application for Development Services.

Scope of services with performance bench marks:

The project will run for 18 months with six sequenced phases to support the implementation. The phase consists of:

1. Detailed design of the business workflows and processes and the technology components which will support the business.
2. Installation of the software
3. Configuration of the software based on the analysis completed in the detailed design phase.
4. Testing which will consist of component, integration end-to-end and user acceptance testing.
5. Training of the users of the new system
6. Deployment or go-live support

Cost/value:

Professional Services – \$1,294,231

Licensing - \$990,347.85

Grand total for professional services and licensing is \$2,284,578.85

Source of funds:

Fund: 34080 Org: 3070102 Project: ZI90209\_006 Dev Svcs, Account: 604600 and 700200

Fund: 72100 Org: 5061600 Account: 604600

Benefit:

- Help development projects move more quickly through our regulatory processes.

- In conjunction with the new Zoning Code, make Denver “the place” that developers want to do business.
- Improve the customer experience by consolidating points of entry into the process, providing consistency, predictability, transparency, and committing to doing our part quickly.
- Improve communication by providing a single point of contact for major projects and preparing a guidebook to how our process works.

Termination provision for City and for contractor: With or without cause on 10 days written notice

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): n/a

Location: City-wide data systems

Affected Council District: All