Houston Permitting Center
Avolve ProjectDox
Electronic Plan Review (EPR)
Five Year Support and Services Contract

TTI Project Summary Report
April 17, 2017
HPC Avolve/ProjectDox 5-Year Support Contract

- HPC utilizes the Avolve ProjectDox Software in support of Electronic Plan Review (EPR) for permitting applications

- 5-year support & services contract proposed to continue supporting existing EPR application, as well as to implement an upgrade of software with premium level vendor led support.
EPR Support Opportunities

- Current ProjectDox EPR support provided by Avolve. Current contract awarded in 2014 expires in May 2017

- Presently, EPR captures apx 20% of submitted plans. FY 18 HPC goal is to increase EPR submittals to 100%\(^1\)

- HPC requires higher levels of support to reach & sustain 100% EPR submission goal for building permits

\(^1\) January 1, 2018: tentative target for electronic plan submission requirement.
Key Features of New Contract

- **ProjectDox Upgrade**
  - Supports upgrading current version to ProjectDox 8.6
  - Adds 4 ProjectFlow licenses & provides migration of existing workflows
  - Provides training on new ProjectFlow workflows
  - Provides consulting support services for integration of new ProjectDox v8.6 with HPC’s legacy Integrated Land Management System (ILMS) permitting system

- **Premium Maintenance with “Named Enhanced Support”**
  - Premium Maintenance designed to address post go-live requirements that exceed terms & conditions of Standard Support capabilities
  - Avolve’s Premium Maintenance provides “Named Enhanced Support” to expedite availability of qualified, account knowledgeable resource for product questions, issues & general support
  - Assurance Services (200 hours annually) - used for Avolve Service or Training, including non-standard support items such as workflows or integrations not built by Avolve
Projected Upgrade & Maintenance Costs

- RCA being processed by SPD. Projected max. cost of project is $1.498M, funded by Building Inspection Fund 2301
- First year cost for upgrade & premium support services is $498,602.62
- Annual recurring costs in years 2-5 is $250,000, NTE $1M
- 5-year contract w/ annual premium maintenance cancellation options w/ 60 day written notice
- If premium support option is terminated, City reverts to Standard Maintenance at whatever cost is at that time
Expectations

- ITGB coordination – 03/30/2017
- Transportation Technology & Infrastructure (TTI) Committee Briefing – 4/17/2017
- Anticipate RCA to Council – 4/26/2017
- Project starts 30 days after Council approval