

Council/Agency Meeting Held: _____	City Clerk's Signature
Deferred/Continued to: _____	
<input type="checkbox"/> Approved <input type="checkbox"/> Conditionally Approved <input type="checkbox"/> Denied	
Council Meeting Date:                      10/3/2005	Department ID Number:      BD2005-4

**CITY OF HUNTINGTON BEACH  
REQUEST FOR CITY COUNCIL ACTION**

**SUBMITTED TO:** HONORABLE MAYOR AND CITY COUNCIL MEMBERS

**SUBMITTED BY:** *Penelope Culbreth Graft* PENELOPE CULBRETH-GRAFT, CITY ADMINISTRATOR

**PREPARED BY:** ROSS CRANMER, DIRECTOR OF BUILDING & SAFETY *R. Cranmer*

**SUBJECT:** AMENDMENT TO MUNICIPAL SOFTWARE AGREEMENT FOR A TIME EXTENSION

Statement of Issue, Funding Source, Recommended Action, Alternative Action(s), Analysis, Environmental Status, Attachment(s)

**Statement of Issue:**

The existing agreement between the City of Huntington Beach and Municipal Software Corporation is set to expire on February 2, 2006. A one-year extension to the Agreement is recommended.

**Funding Source:**

Not applicable

**Recommended Action:**

Motion to:

1. "Approve Amendment No. 1 of the Municipal Software Corporation agreement.
2. "Authorize the Mayor and City Clerk to execute the amendment for the professional services contract."

*E*  
*E-4*

# REQUEST FOR ACTION

MEETING DATE: 10/3/2005

DEPARTMENT ID NUMBER:BD2005-4

## Alternative Action(s):

The City Council may make the following alternative motion(s):

1. "Do not approve the agreement and direct staff accordingly."

## Project Background:

A professional service agreement was established on December 17, 2001 for the software design and implementation of a City-Wide Permit System. Municipal Software was chosen due to the product being the best on the market and competitive price. When this contract was originally agreed to, staff anticipated that two years would provide sufficient time to complete the project. Shortly into the design of Phase 1, which originally consisted of Business Licensing and Code Enforcement, staff incorporated Phase 2 and Phase 3, which consisted of Building Permits, Plan Checks, Inspection, IVR, Planning, Zoning, and Entitlements, into a much larger Phase 1.

This increased scope of Phase 1, along with testing of a more complex system at one time was delayed due to City staffing changes and time constraints due to outside issues. On March 14, 2005, Phase 1 went live and staff continues to test for installation of the IVR (Interactive Voice Recognition) System, along with minor functionality fixes and reports.

The existing agreement between the City of Huntington Beach and Municipal Software Corporation is set to expire on February 2, 2006. However, an additional extension is needed to finish original Phase 4, which includes Public Works and Fire Department functions, as follows:

### Public Works Department:

Project Tracking, Grading Permits, Harbor Permits, Overload Permits, Subdivision Permits, and Inspections for the above permit types.

### Fire Department:

Fire Alarm Permits, Sprinkler System Permits, Certificate of Occupancy, Hazardous Materials Permits, Oil Well Permits, and Inspections for the above permit types.

**Funding:** There is no request at this time for additional funds to complete this project.

## Attachment(s):

City Clerk's Page Number	No.	Description
3	1.	Amendment No. 1 to Agreement Between the City of Huntington Beach and Municipal Software Corporation

E-4.2

E-4.3

# ATTACHMENT #1

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AMENDMENT NO. 1 TO AGREEMENT BETWEEN  
THE CITY OF HUNTINGTON BEACH AND  
MUNICIPAL SOFTWARE CORPORATION FOR  
SOFTWARE DESIGN & IMPLEMENTATION SERVICES

THIS AMENDMENT is made and entered into by and between the CITY OF HUNTINGTON BEACH, a California municipal corporation, hereinafter referred to as "City", and MUNICIPAL SOFTWARE CORPORATION., a British Columbia corporation authorized to conduct business in the State of California, hereinafter referred to as "Consultant."

WHEREAS, City and Consultant are parties to that certain agreement, dated February 2, 2004, entitled "Professional Services Contract Between the City of Huntington Beach and "Professional Services Contract Between the City of Huntington Beach and Municipal Software Corporation for Software Design & Implementation Services" which agreement shall hereinafter be referred to as the "Original Agreement," and

City and Consultant wish to amend the Original Agreement to extend the Term,

NOW, THEREFORE, it is agreed by City and Consultant as follows:

1. EXTENSION OF TERM

The Term of the Original Agreement is hereby extended for an additional period up to and including February 2, 2007.

2. REAFFIRMATION

Except as specifically modified herein, all other terms and conditions of the Original Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by and through their authorized officers on July 11, 2005.

MUNICIPAL SOFTWARE CORPORATION, a British Columbia corporation

CITY OF HUNTINGTON BEACH, a municipal corporation of the State of California

By: [Signature]  
ROBERT BENNETT  
print name

\_\_\_\_\_  
Mayor

ITS: (circle one) Chairman/President/Vice President

\_\_\_\_\_  
City Clerk

AND

By: [Signature]  
CAIN MCLELLAN  
print name

APPROVED AS TO FORM:

ITS: (circle one) Secretary/Chief Financial Officer/Asst. Secretary - Treasurer CHIEF EXECUTIVE

[Signature]  
City Attorney  
6/20/05

REVIEWED AND APPROVED:

INITIATED AND APPROVED:

[Signature]  
City Administrator

[Signature]  
Director of Building & Safety

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