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City of Plantation  
City Council Chambers

**Subject:**

City Permit Subscription Software and Services (Accela Software Upgrade)

**Summary:**

Requesting authorization and approval of the following:

Authorization and approval of a competitive procurement exemption pursuant to Sec. 2-226(g)(12) of the City's Code.

Authorization and approval to execute the negotiated agreement between the City and Accela, Inc. for "City Permit Subscription Software and Services"; whereas this agreement contains six (6) years of fixed cost/rates totaling \$1,350,792.04 (see attached agreement for additional details)

Authorization and approval to process payment(s) in accordance with attached agreement, terms and conditions.

**Procurement:**

Notwithstanding the obvious benefit and public interest served by having all purchases submitted to competitive procurement, circumstances can arise when the city may determine that competitive procurement is impractical, or that there is no need for the city to seek competitive procurement, or the city may determine that there is an overriding public interest to waive competitive procurement.

Staff seeks a competitive procurement exemption pursuant to Sec 2-226(g)(12) of the City's Code, as the City is currently utilizing Accela's "On-Premise Civic Platform" and this agreement is necessary for the City can migrate to "Accela's Cloud Based Platform".

Based on the foregoing information, Building, Information Technology, Administration and Procurement requests authorization and approval of the following:

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- Authorization and approval of a competitive procurement exemption pursuant to Sec. 2-226(g)(12) of the City's Code.
- Authorization and approval to execute the negotiated agreement between the City and Accela, Inc. for "City Permit Subscription Software and Services"; whereas this agreement contains six (6) years of fixed cost/rates totaling \$1,350,792.04 (see attached agreement for additional details)
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**Background:**

**Strategic Priorities: Quality Customer Care; Sustainability.**

The City's enterprise permitting and regulatory platform supports critical workflows for departments including Building, Planning, Code Enforcement, and Community Development. It enables staff and residents to submit, process, and track permits, licenses, and inspections through a centralized online system, increasing transparency and operational efficiency. The City is migrating to the cloud-based Software-as-a-Service (SaaS) model to maintain full vendor support, security updates, and future version enhancements. This migration aligns with the City's broader modernization efforts and ensures long-term continuity of service for both internal users and the public.

This item is now ready for City Council consideration.

**Funding:**

127-4700-524-4606

**Amount:**

Year 1 (July 1, 2025 - October 31, 2025):

- \$77,608.40

Year 2 (November 01, 2025 - October 31, 2026)

- \$239,809.96

Year 3 (November 01, 2026 - October 31, 2027)

- \$247,004.26

Year 4 (November 01, 2027 - October 31, 2028)

- \$254,414.28

Year 5 (November 01, 2028 - October 31, 2029)

- \$262,046.82

Year 6 (November 01, 2029 - October 31, 2030)

- \$269,908.22

**Total; \$1,350,792.04**

**Finance Director/Budget Manager Recommendation:**

The building department budgeted \$220,020 in FY2025 for the Accela Cloud Upgrade. The remaining years of the subscription will be budgeted annually through the normal budget process.

**Prepared By:**

Charles Spencer

**ATTACHMENTS:**

[Proposed Agreement.pdf](#)