



Rutland City Information Technology Committee

July 28, 2022 | 5:30PM

Board of Aldermen Chambers

Meeting Minutes

Members present: Alderman Franco (Chair), Alderman Talbott (Vice-Chair), Treasurer Markowski, Administrator Strniste

Others present: President Doenges

The meeting was called to order at 5:30pm.

The committee met to review five bids that were submitted in response to a city RFP for permitting software and other software that could be used for city services. These bids included:

- Civic Review;
- Full Circle Technologies;
- Citizen Serve;
- Gov Built; and
- GovPilot.

While the initial scope of software was based on permitting, Administrator Strniste noted that it became clear that considering additional modules aside from permitting made sense for the various needs of the city. He also noted that four bids aside from GovPilot were almost exclusively focused on permitting and were not as comprehensive. Administrator Strniste provided an overview of the benefits of GovPilot and emphasized that due to its scalability to extend to future use-cases, GovPilot is his recommendation.

President Doenges inquired about pricing by form submissions, which was confirmed to be the pay structure for other software, while GovPilot charges by module. Alderman Franco inquired about potential bonus modules, which will be discussed further. Treasurer Markowski requested information on the modules included, which Administrator Strniste noted can be changed but currently include:

- GovAlert (report a concern)
- Building permits
- Zoning permits
- Sign permits
- COO

He also noted that 41 modules are relevant to our work, so the diversity of GovPilot's modules sets us up to scale in the future. It was also highlighted that GovPilot allows data to be centralized to each address, increasing efficiency for the city.

Alderman Talbott inquired about leveraging the digitization of the clerk's records, which was discussed as a possibility to be explored.

Regarding financing, Treasurer Markowski noted that this was originally budgeted at \$9,000 so an additional \$11,000 will be needed. However, the revenue resulting from COO payments should cover this additional expense.

A motion was made to recommend to the BOA to authorize the Mayor to enter into a contract with GovPilot. The motion passed unanimously, with one abstention from Administrator Strniste, who worked closely with the vendors who submitted bids.

The meeting adjourned at 6:19pm.