



# City of Austin

## Recommendation for Action

**File #:** 24-4089, **Agenda Item #:** 14.

3/21/2024

### **Posting Language**

Authorize negotiation and execution of a contract for public health inspection, permitting, and financial software with HS GovTech USA, Inc., for a term of five years in an amount not to exceed \$925,000.

[Note: This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9B (Minority-Owned and Women-Owned Business Enterprise Procurement Program). For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established].

### **Lead Department**

Financial Services Department.

### **Client Department(s)**

Austin Public Health.

### **Fiscal Note**

Funding in the amount of \$334,688 is available in the Fiscal Year 2023-2024 Operating Budget of Austin Public Health.

Funding for the remaining contract term is contingent upon available funding in future budgets.

### **Purchasing Language:**

The Financial Services Department issued a Request for Proposals (RFP) 9100 GAZ3021 for these services. The solicitation was issued on October 23, 2023, and closed on November 28, 2023. Of the ten offers received, the recommended contractor submitted the best evaluated responsive offer. A complete solicitation package, including a log of offers received, is available for viewing on the City's Financial Services website, Austin Finance Online. This information can currently be found at:

[https://financeonline.austintexas.gov/afo/account\\_services/solicitation/solicitation\\_details.cfm?sid=139616](https://financeonline.austintexas.gov/afo/account_services/solicitation/solicitation_details.cfm?sid=139616).

### **For More Information:**

Direct questions regarding this Recommendation for Council Action to the Financial Services Department - Central Procurement at: [FSDCentralProcurementRCAs@austintexas.gov](mailto:FSDCentralProcurementRCAs@austintexas.gov) or 512-974-2500. Respondents to the solicitation and their Agents should direct all questions to the Authorized Contact Person identified in the solicitation.

### **Additional Backup Information:**

This contract is for public health inspection, permitting, and financial software for Austin Public Health's (APH) Environmental Health Services Division. On an annual basis, APH receives applications and application renewals and issues permits to 9,320 food and swimming pool businesses, 4,220 Temporary Event booths, and annually conducts over 16,880 inspections and 22,387 financial transactions totaling over \$6,646,000. APH also performs 350 custodial care inspections for day care and foster homes, handles 1,260 environmental health complaints, and performs 621 mosquito monitoring activities annually. This software system will support

APH in its goal of managing permits, conducting inspections, enforcing regulations for food and pool operations, and receiving, processing and reporting revenue.

An evaluation team with expertise in this area evaluated the offers and scored HS GovTech USA, Inc. as the best to provide these services based on project concept and strategy, demonstrated applicable experience, price, local business presence, and small business presence.