Submitted by: Chair of the Assembly at

the Request of the Mayor

Prepared by:

**Development Services** 

Department

CLERK'S OFFICE

APPROVED

3-2-10

For reading:

February 16, 2010

Date: -

### ANCHORAGE, ALASKA AR No. 2010-53

A RESOLUTION OF THE MUNICIPALITY OF ANCHORAGE APPROPRIATING A CONTRIBUTION OF ONE MILLION FOUR HUNDRED SIXTY THOUSAND DOLLARS (\$1,460,000) FROM THE ANCHORAGE BUILDING SAFETY FUND (181) FUND BALANCE TO THE AREAWIDE CIP FUND (401) IN 2009 FOR COMPLETION OF THE HANSEN PROJECT AND TRANSFERRING FIVE HUNDRED SEVEN THOUSAND TWO HUNDRED FIFTY DOLLARS (\$507,250) FROM MASTER TAX-EXEMPT LEASE/PURCHASE AGREEMENT (LEASE AGREEMENT) PROCEEDS FROM THE AREAWIDE CIP FUND (401) TO THE ANCHORAGE BUILDING SAFETY FUND (181) in 2010, IN THE DEVELOPMENT SERVICES DEPARTMENT.

WHEREAS, the Development Services Department has identified a capital improvement project that was passed under AM 344-2008 on May 20, 2008; and

WHEREAS, the project was approved for a total of \$1,629,853 under AM 344-2008 and was subsequently reduced to \$1,187,283; and

**WHEREAS**, current expenditures at the end of 2009 exceeded this amount by \$264,802; and

**WHEREAS**, the project expenditures were approved and expended in the Anchorage Building Safety Fund (181) and should have been approved and expended to the Areawide CIP Fund (401), and

**WHEREAS**, the Anchorage Assembly approved proceeds from the Lease Agreement to fund the project in the Areawide CIP Fund (401) in Budget Period 2010 and should have been in the Anchorage Building Safety Fund (181); now therefore,

#### THE ANCHORAGE ASSEMBLY RESOLVES:

 <u>Section 1.</u> The sum of One Million Four Hundred Sixty Thousand Dollars (\$1,460,000) is hereby appropriated as a contribution from the Anchorage Building Safety Fund (181) Fund Balance to the Areawide General CIP Fund (401) in 2009 and the proceeds from the Lease Agreement funds are transferred from the Areawide CIP Fund (401) to the Anchorage Safety Fund (181) in 2010.

<u>Section 2.</u> This resolution shall be effective immediately upon passage and approval by the Assembly.

PASSED AND APPROVED by the Anchorage Assembly this \_\_\_\_\_ day of \_\_\_\_\_\_, 2010. ATTEST: **Department of Appropriation:** Department of Building Safety Fund Balance \$1,460,000 Department of Building Safety Master Lease Proceeds \$507,250 

# MUNICIPALITY OF ANCHORAGE

### ASSEMBLY MEMORANDUM

No. AM 116-2010

Meeting Date: February 16, 2010

From:

**MAYOR** 

1 2

7

12 13

14 15 16

17

> 23 24 25

26 27 28

29

30

31

32

33 34

35 36

37

Subject: A RESOLUTION APPROPRIATING A CONTRIBUTION OF ONE MILLION FOUR HUNDRED SIXTY THOUSAND (\$1,460,000) FROM THE ANCHORAGE BUILDING SAFETY FUND (181) FUND BALANCE TO THE AREAWIDE CIP FUND (401) IN 2009 COMPLETION OF THE HANSEN FOR PROJECT AND TRANSFERRING FIVE HUNDRED SEVEN THOUSAND TWO HUNDRED FIFTY DOLLARS (\$507,250) FROM MASTER TAX-**EXEMPT LEASE/PURCHASE AGREEMENT (LEASE AGREEMENT)** PROCEEDS FROM THE AREAWIDE CIP FUND (401) TO THE ANCHORAGE BUILDING SAFETY FUND (181) in 2010, IN THE

**DEVELOPMENT SERVICES DEPARTMENT** 

The Municipal Assembly passed AM 344-2008 on May 20, 2008 authorizing the Development Services Department to purchase the necessary software, licensing, maintenance and support for a Hansen Permitting, Inspection and Licensing System (Hansen Project)(Attachment 1). Total amount approved was \$1,629,853 but was reduced to \$1,187,283 through closing year end encumbrances. At the end of 2009, there is \$264,802 owing to the Hansen Project for work invoiced in 2009 for a total of \$1,452,085. Of the remaining \$264,802 to be paid, \$150,540 will be paid using the Lease Agreement funding as approved by the Assembly on January 12, 2010 on AR 2009-299 and the remaining \$114,262 will come out of fund balance (Attachment 2).

The \$1,452,085 was incorrectly charged to the Anchorage Building Safety Fund (181) and should have been charged to the Areawide CIP Fund (401).

The Assembly approved AR No. 2009-299 on January 12, 2010 of Lease Agreement proceeds into the Areawide CIP Fund (401) in Budget Period 2010 as a source of funding for the Hansen Project. The Lease Agreement proceeds should have been appropriated into the Anchorage Building Safety Fund (181) and then transferred to the Areawide CIP Fund (401) so that the debt service owed on the Lease Agreement was funded by the Building Safety Fund (181).

### **REVENUE AND EXPENSE DETAIL:**

#### **REVENUE:**

	- n		
38	Account Number	Account Name	<u>Amount</u>
39	181-0740-2009	Fund Balance – Unreserved	\$581,718
40	181-7530-9672-753000-2009	Prior Yr Expense Recovery	\$878,282
41	401-7591-9601-960100-2009	Contributions from Other Funds	\$1,460,000
42	181-7530-9723-753000-2010	Loan Proceeds	\$507,250

1	401-7591-9723-759100-2010	Loan Proceeds	\$(507,250)
2	401-7591-9601-759100-2010	Contribution from Other Funds	\$ 507,250
3			¥ 557, <b>=\$</b> \$
4	EXPENDITURES:		
5	Account Number	Account Name	<u>Amount</u>
6	181-7530-3901-753000-2009	Contribution to Other Funds	\$1,460,000
7	401-7591-5412-759100-2009	Computer SW Purch>1000	\$878,282
8	401-7591-5412-759100-2009	Computer SW Purch>1000	\$581,718
9	181-7530-3901-390100-2010	Contributions to Other Funds	\$507,250
10			
11	THE ADMINISTRATION RECO	DMMENDS APPROVAL OF APPR	OPRIATING A
12	CONTRIBUTION OF ONE M	IILLION FOUR HUNDRED SIXT	/ THOUSAND
13	DOLLARS (\$1,460,000) FROM	THE ANCHORAGE BUILDING SAFE	TY FUND (181)
14	FUND BALANCE TO THE	AREAWIDE CIP FUND (401) I	N 2009 FOR
15	COMPLETION OF THE HAI	NSEN PROJECT AND TRANSFI	ERRING FIVE
16	HUNDRED SEVEN THOUSAN	D TWO HUNDRED FIFTY DOLLA	RS (\$507,250)
17	FROM MASTER TAX-EXEMPT	ΓLEASE/PURCHASE AGREEMEN	T PROCEEDS
18	FROM THE AREAWIDE CIP	FUND (401) TO THE ANCHORA	GE BUILDING
19	SAFETY FUND (181) in 2010, IN	I THE DEVELOPMENT SERVICES D	EPARTMENT.
20			
21	Prepared by: Jack Frost, Depu	uty Director, Development Services I	Department
22	Approved by: Ron Thompson,	Director, Development Services Dep	partment
23	Concur: Greg Jones, Executi	ive Director, Office of Community	Planning and
24	Development		
25	Concur and Fund Certification:	Lucinda Mahoney, CFO	
26		181-0740-BP2009	\$1,460,000
27		401-7591-9723-759100-BP2010	\$507,250
28	Concur: George J. Vakalis, Mu	unicipal Manager	
29	Respectfully submitted: Daniel	A. Sullivan, Mavor	

#### Attachment 1

# **MUNICIPALITY OF ANCHORAGE**

### ASSEMBLY MEMORANDUM

CLERK'S OFFICE AM

PROVED

Date: 5/20/08

AM No. 344 -2008

Meeting Date: May 20, 2008

From:

Subject:

Mayor

Proprietary Contract Award to Hansen Information Technology, Inc. for Providing Permitting. Inspection and Licensing Software/Services for the Municipality of

Anchorage, Development Services Department (\$1,629,853)

Award of this proprietary contract will provide the Code Enforcement Division with the necessary software, licensing, maintenance and support for a Hansen8 Permitting, Inspection and Licensing System (PILS). The system when complete will provide an integrated solution to manage, track, and enhance delivery of building and related construction permits, plan review, inspection requests and on-line payment activities for the Municipality.

The Hansen8 system represents the second phase of the parcel based, .NET technology project to bring enhanced services to the citizens of Anchorage, and the construction community while adding to the efficiency of municipal operations. Specifically, the project will eliminate multiple redundant and manual systems with the goal of improving work-flow, data capture, interdepartmental collaboration, information access, and revenue management of municipal building permit and related construction activities. This increased functionality will significantly reduce the cost to maintain multiple systems, programmers, user and technical training costs and multiple servers.

The department anticipates that the majority of the installation and implementation services will be completed by June 2009 with final acceptance occurring September 30, 2009.

This acquisition has been approved by the information Technology Technical Review Committee.

Based upon the above information and attached Departmental Memorandum, it is recommended that the Assembly approve the proprietary services contract with Hansen Information Technology, Inc. in an amount not to exceed \$1,629,853.

Recommended by: Barton R. Mauldin, Purchasing Officer

Fund Certification: Sharon Weddleton, CFO

181-7530-3101-753000-BP2008 - \$1,514,853 181-7530-3612-753000-BP2008 - \$ 115,000 (All 2008 Operating)

40 Coi

Concur: Michael K. Abbott, Municipal Manager

Respectfully submitted: Mark Begich, Mayor



### MUNICIPALITY OF ANCHORAGE

### Development Services Department Code Enforcement Division Memorandum



DATE:

May 8, 2008

TO:

Bart Mauldin, Purchasing Officer, Purchasing Department

THROUGH:

Ron Thompson, Director, Development Services Department

FROM:

Jack Frost, Deputy Director, Development Services Department

SUBJECT:

Sole-source purchase request for Hansen Information Technology Permit, Inspection and Licensing software, software licenses, maintenance and support from Hansen Information

Technology, Inc.

This is a sole source purchase request for Hansen Information Technologies, Inc. Permitting, Inspection and Licensing software, software licenses and standard maintenance agreements (SMA).

The Permitting, Inspections and Licensing System (PILS) project will provide an integrated solution to manage, track, and enhance delivery of building and related construction permits, plan review, inspection requests and results, and on-line payment activities for the MOA. The system will be used to manage the intake, routing, plan review, permit issuance, inspection request and results and certificates of occupancy for building and related construction permits. The expected result is to facilitate citizen access to municipal services via the world-wide web and eliminate multiple redundant and manual systems in order to improve work-flow, data capture, interdepartmental collaboration, information access, and revenue management of municipal building permit and related construction activities.

Hansen8 is the standardized software platform the Municipality of Anchorage (MOA) for Code Enforcement. The efficiency of this software and standardization of our business processes increased our efficiency by 63%.

In our five-year plan presented to and endorsed by the Assembly in 2005, Hansen8 Permitting, Inspection and Licensing was the second phase of our parcel based, .NET technology that brings enhanced services to citizens, the construction community and adds immense efficiency to municipal operations. For example:

- Geographic searches that relate construction and enforcement information to land parcels.
- Data sharing across a common system eliminating the need for shadow systems and duplicate work/data entry.
- A web front end for user (public and employee) input and user queries.
- A rule-based system incorporating municipal business rules into technology to reduce errors and improve business practices.
- The ability for citizens to conduct business electronically.

In addition, the Hansen technology will significantly reduce the cost to maintain multiple systems, programmers, user and technical training costs, software licensing and upgrades, multiple servers, etc.

#### Project timeline:

The predominance of installation and implementation services will be rendered in 3<sup>rd</sup> and 4<sup>rli</sup> quarter 2008 and 1<sup>rl</sup> and 2<sup>rd</sup> quarter 2009. The project delivery date is 14-16 months after initiation and estimated to be September 30, 2009.

The total amount of this request is not to exceed \$1,629,853.00.

A copy of the purchase requisition is attached (see Attachment 1). Pinancing for this acquisition is via fund transfer from Building Safety fund balance to Building Safety Fund (181).

The departmental funding is:

#### Development Services Department

3101-181-7530-0000-000-2008-753000 3612-181-7530-0000-000-2008-753000	2008 Operating 2008 Operating	\$1,514,853.00 \$115,000.00
Total:		\$1,629,853.00

Attachments:

1: Purchase Requisition

#### Attachment 2

Submitted by:

Chairman of the Assembly at

the Request of the Mayor

Prepared by:

Development Services

Department

CLERK'S OFFICE APPROVED For reading:

December 15, 2009

Palei 17210 — ANCHORAGE, ALASKA AR NO. 2009-299

A RESOLUTION OF THE MUNICIPALITY OF ANCHORAGE APPROPRIATING FIVE HUNDRED SEVEN THOUSAND TWO HUNDRED FIFTY DOLLARS (\$507,250) FROM MASTER TAX-EXEMPT LEASE PROCEEDS TO THE AREAWIDE GENERAL CIP FUND (401), DEVELOPMENT SERVICES DEPARTMENT FOR COMPLETION OF THE HANSEN TECHNOLOGY PROJECT (PHASE II) AND AMENDING THE 2010 GENERAL GOVERNMENT CAPITAL BUDGET TO INCLUDE THE AFOREMENTIONED PURCHASE.

7 8 9

1

2

3

4

5

6

WHEREAS, the Code Enforcement Division has identified a capital improvement project that requires financing under the Master Tax-Exempt Lease/Purchase Agreement that the Municipal Assembly passed under AO 2008-5 on January 22, 2008; and

11 12 13

10

WHEREAS, the current legacy systems and manual processes are scheduled for replacement with the development and implementation of the Hansen Technology Project (Phase II); and

14 15 16

17

WHEREAS, the Hansen Technology Project (Phase II) will provide operating system upgrades, and increased reliability and efficiency; as well as supporting the electronic payment and mobile technologies;

18 19 20

NOW, THEREFORE, THE ANCHORAGE ASSEMBLY RESOLVES:

21 22

23

Section 1. That the sum of Five Hundred Seven Thousand Two Hundred Fifty Dollars (\$507,250) is hereby appropriated to the Areawide General CIP Fund (401), Development Services Department.

24 25 26

Section 2. That the source of funding will be a loan from the Master Tax-Exempt Lease/Purchase Agreement with KeyBank, as detailed in the attached memorandum.

27 28 29

Section 3. That this resolution shall take effect immediately upon passage and approval by the Anchorage Municipal Assembly.

30 31

1	PASSED AND APPROVED by the Anchorage Municipal Assembly this 12 day of
2	<u>Tanary</u> , 2010.
3	
4	<u> </u>
5	DAF.
6	
7	Chair
8	ATTEST:
9	
10	
11	1. 1 h /-
12	Assur 5 marts
13	Municipal Clerk
14	
15	Department of Appropriation:
16	Development Services Department \$507,250



## MUNICIPALITY OF ANCHORAGE

### ASSEMBLY MEMORANDUM

AM No. 735-2009

Meeting Date:

December 15, 2009

From:

1

2

3

4

5

6

7

8

9

Mayor

Subject:

A RESOLUTION OF THE MUNICIPALITY OF **ANCHORAGE** APPROPRIATING FIVE HUNDRED SEVEN THOUSAND TWO **HUNDRED FIFTY DOLLARS (\$507,250) FROM MASTER TAX-EXEMPT** LEASE PROCEEDS TO THE AREAWIDE GENERAL CIP FUND (401), DEVELOPMENT SERVICES DEPARTMENT FOR COMPLETION OF THE HANSEN TECHNOLOGY PROJECT (PHASE II) AND AMENDING THE 2010 GENERAL GOVERNMENT CAPITAL BUDGET TO INCLUDE

THE AFOREMENTIONED PURCHASE

10 11 12

13

14

15

16

17

18

BACKGROUND: The Municipal Assembly passed AO 2008-5 authorizing a revolving Fifty Million Dollar (\$50,000,000) Master Tax-Exempt Lease/Purchase Agreement for the financing of various capital expenditures by the Municipality of Anchorage on January 22, 2008. The purpose of the Agreement was to implement a cost effective financing alternative for the Municipality for the purchase of capital items, resulting in a more efficient use of Municipal funds. Tax-Exempt rates under the Agreement are expected to be less than the cost of funds for a tax-exempt bond issue. All draws or loans under the Agreement are subject to Assembly approval, regardless of the dollar amount.

19 20 21

22

23

CURRENT FINANCING: As part of their proposed 2010 Capital Budget, the Development Services Department has identified the following capital improvement project that requires financing under the Master Tax-Exempt Lease/Purchase Agreement and approval by the Municipal Assembly. This project is described below:

24 25 26

27

Hansen Information Technologies Software Implementation and Equipment, Phase II. Expected Completion Date - January 2010

Value - \$507,250

28 29 30

31

32

33

In 2005, the Development Services Department began a five year phased plan to increase efficiencies in business operations through automation of the land use and development process. The concept is a single software system that allows citizens and municipal agencies access to data and information through a single platform. In September 2005, the Assembly approved the purchase of the Hansen8 Code Enforcement Project (Phase I) which went live in December 2006. Phase II of this project was approved in May of 2008 in the total amount of \$1,629,853. Phase II

34 35 will provide the Code Enforcement Division with the necessary services for implementation of the Hansen8 Permitting, Inspection and Licensing System (PILS).

The PILS project will provide an integrated solution to manage, track, and enhance delivery of building and related construction permits, plan review, inspection requests and results, and on-line payment activities for the Municipality. The system will be used to manage the intake, routing, plan review, permit issuance, inspection request and results, and certificates of occupancy for building and related construction permits. The expected result is to facilitate citizen access to municipal services via the worldwide web and eliminate multiple redundant and manual systems in order to improve workflow, data capture, interdepartmental collaboration, information access, and revenue management of municipal building permit and related construction activities. In order to take full advantage of the PILS implementation, approximately \$150,000 of this appropriation will provide the necessary hardware to implement the mobile technology/capability of this phase of the project.

21.

This project is nearing completion as originally approved. However, revenue shortfalls sustained in both the 2008 and 2009 fiscal years have resulted in a corresponding shortfall in the department's available budget for payment purposes under the contract. As a result, the Public Finance & Investments Division recommends use of the Master Tax-Exempt Lease/Purchase Agreement for financing the remaining obligation under the existing contract with Hansen, and the additional funding required to implement the mobile capabilities of the system. The current rate for a 5 year loan under the Agreement as of November 17, 2009 would be 3.98%. This is comparable to the current cost of funds associated with a Municipal bond issue. Alternatively, a formal bid process to secure the funds may be utilized at the discretion of the Chief Fiscal Officer.

**DEBT SERVICE:** The term of the lease agreement will be four (4) years. Development Services will use the full length of the agreement and will pay the debt service from their operating budget.

**PRIOR APPROVED FINANCINGS:** The Assembly has previously approved \$3,743,547.50 of financing under the Tax-Exempt Master Lease. The outstanding balance (as of October 1, 2009) is \$2,553,954.

PROCESS: The Municipality will continue to follow through with all procurement requirements under Anchorage Municipal Code Title 7 for the purchase of capital assets financed with the Agreement.

# TERMS OF THE MASTER LEASE AGREEMENT: The terms of the Agreement include:

- 1) No escrow fees in the case where an escrow account is necessary;
- 2) Selected loans under the Agreement can be prepaid at any time;
- 3) No prepayment penalty for early payoff of any loan;
- 4) The tax-exempt interest rate for each loan will be fixed for the life of the respective loan;

5)	Tax-Exempt interest rates for each loan will be the result of a formula, the basis of which
-	is the mid-market par swap rate as published on the web site of the Federal Reserve Bank,
	reduced by a factor to equate it with tax-exempt market rates;

- Terms to maturity may be 3, 5, 7, or 10 years at the option of the Municipality and will be consistent with the useful life of the assets financed; and
- 7) The initial term of the Agreement is for two years with the option to extend for three additional one-year periods, subject to satisfactory performance and mutual consent of the parties.

#### REVENUE AND EXPENSE DETAIL:

REVENUE:		
Account Number	<u>Description</u>	Amount
401-7591-9723-7591	00-2010 Miscellaneous Revenues	<u>\$ 507,250</u>
	Total	\$ 507,250

### **EXPENDITURES:**

Account Number	Description	<u>Amount</u>
401-7591-5411-759100-2010	Computer HW Purch>1000	\$ 150,000
401-7591-5412-759100-2010	Computer SW Purch>1000	\$ 357, <u>250</u>
	Total	\$ 507,250

THE ADMINISTRATION RECOMMENDS THAT THE MUNICIPAL ASSEMBLY APPROVE THE PROPOSED MASTER TAX-EXEMPT LEASE FINANCING AND APPROPRIATION OF LOAN PROCEEDS FOR COMPLETION OF THE HANSEN TECHNOLOGY PROJECT (PHASE II) FOR THE MUNICIPALITY OF ANCHORAGE, DEVELOPMENT SERVICES DEPARTMENT IN THE TOTAL AMOUNT OF \$507,250.

Prepared by: Jack Frost, Deputy Director, Development Services Department Approved: Ron Thompson, Director, Development Services Department

Concur and Fund Certification: Lucinda Mahoney, CFO

401-7591-9723-759100-BP2010 \$507,250 (2010 CIP - Subject to approval of loan)

Concur: George J. Vakalis, Municipal Manager Respectfully submitted: Daniel A. Sullivan, Mayor

RRH/AO AM AR/AM Master Lease Dec 15 2009

**Content ID: 008711** 

Type: AR\_FundsApprop - Funds Approp Resolution

A RESOLUTION OF THE MUNICIPALITY OF ANCHORAGE APPROPRIATING A CONTRIBUTION OF ONE MILLION FOUR HUNDRED SIXTY THOUSAND DOLLARS (\$1,460,000) FROM THE ANCHORAGE BUILDING SAFETY FUND (181) FUND BALANCE TO THE AREAWIDE CIP FUND (401) IN 2009 FOR

Title: COMPLETION OF THE HANSEN PROJECT AND TRANSFÉRRING FIVE HUNDRED SEVEN THOUSAND TWO HUNDRED FIFTY DOLLARS (\$507,250) FROM MASTER TAX-EXEMPT LEASE/PURCHASE AGREEMENT (LEASE AGREEMENT) PROCEEDS FROM THE AREAWIDE CIP FUND (401) TO THE ANCHORAGE BUILDING SAFETY FUND (181) in 2010, IN THE DEVELOPMENT SERVICES DEPARTMENT.

**Author: pruitins** Initiating Dev\_Svs
Dept:

Date 2/5/10 9:06 AM Prepared:

**Director** Ron Thompson

**Assembly** 

**Meeting 2/16/10** 

Date: Public

**Hearing 3/2/10** 

Date:

Workflow Name	Action Date	<u>Action</u>	<u>User</u>	Security Group	Content ID
Clerk_Admin_SubWorkflow	2/9/10 8:34 AM	Exit	Joy Maglaqui	Public	008711
MuniManager_SubWorkflow	2/9/10 8:34 AM	Approve	Joy Maglaqui	Public	008711
Finance_SubWorkflow	2/8/10 5:07 PM	Approve	Lucinda Mahoney	Public	008711
Finance_SubWorkflow	2/8/10 3:06 PM	Checkin	Nina Pruitt	Public	008711
Finance_SubWorkflow	2/8/10 1:31 PM	Checkin	Nina Pruitt	Public	008711
OMB_SubWorkflow	2/5/10 2:55 PM	Approve	Cheryl Frasca	Public	008711
OCPD_SubWorkflow	2/5/10 10:51 AM	Approve	Tawny Klebesadel	Public	008711
Dev_Svs_SubWorkflow	2/5/10 9:42 AM	Approve	Jack Frost	Public	008711
FundsAppropWorkflow	2/5/10 9:07 AM	Checkin	Vicki Gonzalez	Public	008711