

# REQUEST FOR PURCHASE IN EXCESS OF \$20,000/CHANGE ORDER



**To:** MAYOR AND CITY COUNCIL

**From:** Tom M. Schmitz  
Fire Chief

**Date:**

**Subject:** Request for Purchase – Electronic Plan Review Software and Associated Hardware Components

**Agenda Item #:**

**The Recommended Bid is**

- Within Budget  
 Not Within Budget

**Date Bid Opened or Quote Received:**  
September 2, 2014

**Bid or Expiration Date:**  
October 31, 2014

**Company:**  
SHI  
Server & Workstation

**Amount of Quote or Bid:**  
\$206,449.00  
\$39,568.00

Total \$246,017.00

**Recommended Quote or Bid:**

SHI has the State Bid for ProjectDox ePlan Software

**General Information:**

This request for purchase is for the ProjectDox ePlan Software plus server costs, hardware and workstation upgrades. The purchase is intended to meet the approved 2014 CIP initiative to institute electronic plan review capabilities for the Planning Department, Engineering Department, Community Health Division and Fire and Building Department. The allocated CIP funds were in the amount of \$250,000.00. The software portion (\$206,449.00) is being purchased through SHI which has the State Bid. The remaining costs (\$39,568.00) for the server and workstation upgrades will be purchased through various vendors by the City of Edina I.T. Division.