Request from Proposals

Building Permit and Inspection Software

The City of Columbia, TN is evaluating new software to satisfy its permitting and inspections needs.

The system will need to provide a central portal through which all stakeholders (internal and external to the City) will access status information for permit and inspection actions.

Primary Functionality Requirements:
- Online Permitting – Applications and payments with Electronic Plan Submittal portal
- Inspection request online – Scheduling and status tracking
- Mobile Inspections – real time data usage with smart phones or pads
- Provision for automatic or system prompted notifications to customers of application completeness and inspection results;
- Report generation
- Workflow tracking and date driven task assignment to individual staff members

Secondary optional modules:
- Code Enforcement Online
- Site Plan submittal tracking and online status updates
- Mobile accessibility of site plans

Evaluation Criteria:

- Overall capability to provide the required software features and capabilities
- The flexibility of the application from an end user standpoint, performance of analysis and reporting
- Vendor's performance record of existing customers
- The expandability of the proposed solution

Process and Schedule:

After the review and scoring of each RFP the top three applicants will be invited to present a demonstration of the software.

The submission date for this proposal (5 sets) is July 9th 2018, no later than 4pm central time at Columbia City Hall, 700 North Garden Street, Columbia TN, Development Services, care of Paul Keltner.

Questions about this RFP should be directed to Mr. Keltner via email (paul@columbiatn.com) or telephone (931-560-1560) between 8AM-4PM.