

# FIN - SOLE SOURCE

**Status**  
MANAGER

**Requesting Department: \***  
CITY CLERK

**Submitted By:**  
Lynne M. Jennings

**Date Created**  
01/26/2026

**Vendor Name:**  
CIVICPLUS

**Address:**  
302 SOUTH 4TH STREET, SUITE 500, MANHATTAN, KS 650

**E-mail:**  
INDIA.TATE@CIVICPLUS.COM

**Phone:**  
882282233

**Price**  
\$12,637.89

**Account String \***  
14005-552122

## Description

WE WOULD LIKE TO RE-CONTRACT WITH CIVICPLUS FOR OUR CODE CODIFICATION SERVICES FOR OUR CODE OF ORDINANCES AND LAND DEVELOPMENT CODE.

### 1.) Uniqueness of vendor's item/service. How is this vendor the only vendor uniquely qualified to provide the product or service:

Online publication services, code link banks, cross-references to ordinances not yet codified so the public is informed of changes quickly. Special subscription for attorney's office to be able to compare other municipalities with CivicPlus which is the majority of the industry. Industry Leadership, Technological advancements, cost savings so as to not have to re create the city's entire code/Idc, Continuity and efficiency, and market dominance.

### 2.) Market Research. Describe other, similar sources or products available in the market, if any, and why they are not acceptable:

None that equal the features we require.

### 3.) Proposed Actions. Describe the actions the department will take to overcome the present barriers to competition for any future acquisition of this product or service:

City Clerk will continue to research other vendors who can provide codification services for City Ordinances and Land Development Code ensure the City of Cape Coral receives the best value.

## Attachments (2)

FIN - ATTACHMENTS - SOLE SOURCE

[- WE WOULD LIKE TO RE-CONTRACT WITH CIVICPLUS FOR OUR CODE CODIFICATION SERVICES FOR OUR CODE OF ORDINANCES AND LAND DEVELOPMENT CODE.](#)

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**Approval: Budget**  
Christine Vilivong

**Date**  
1/27/2026  
8:22:26  
AM

**Approval: Procurement Buyer**

Andrew Byrnes

**Date**

1/28/2026

8:51:12

AM

**Approval: Director**

Kimberly Bruns

**Date:**

01/28/202

6

**Approval: Procurement Manager**

Wanda Roop

(not to exceed  
\$50,000.00)

**Date**

01/28/202

6

**Approval: City Manager**

(not to exceed  
\$100,000.00) without  
Council Approval

**Date**

**Procurement Staff**

**Procurement Staff  
Assigned**

ABYRNES

**Council Agenda  
Date**

**Council Action**

**Resolution #**

**Purchase Order #**

**Procurement Comments:**

SECTION 2-144 (c)(2)(b)

Council authorization required if exceeding \$100,000.00