

Westminster, CA - EnerGov Enhancements Services

Park Consulting Group

Title: Proposal – EnerGov Ongoing Enhancements Services

Date: 6/3/2026

Client Contact: Ryan Salz, Senior Management Analyst

PCG Contact: Glenn Park, President and Principal Consultant

PROPOSAL

Description of Work

Westminster, CA is seeking the following services for its Tyler Tech EnerGov (Enterprise Permitting and Licensing) Land Management System:

EPL Enhancement and Improvements Services:

- PCG will provide on-demand EnerGov (EPL) enhancement services as requested by the City’s designated point of contact (POC). Services include configuration and review of case types, workflows, custom fields, CSS, GIS, fees, automations, and Georules.
- PCG will participate in working sessions as needed and provide leading practice guidance to maximize system capabilities.
- PCG will review City-developed configurations and reports. PCG will also provide walkthroughs of completed enhancements; the City may record sessions as needed.
- PCG should have the full ability to deliver services remotely with minimal on-site visits and/ or incurred travel costs. If onsite visits are requested, travel expenses and time will be reimbursed.

EPL Custom Form and Report Design and Development Services:

- PCG will design, develop, and deploy non-standard forms and reports using SSRS, including required stored procedures and queries.
- PCG will coordinate with the City to obtain necessary database access, package deliverables for deployment, and support submission to Tyler Technologies. PCG will notify the City upon deployment and incorporate reasonable feedback and updates.

Cost Proposal

Duration of Services: July 2026 – June 2027

Park Consulting Group will provide up to 20 hours of services per month at the fixed monthly rate below. Hours do not roll over. Any additional hours require City pre-approval and will be billed at the agreed-upon hourly rates.

Requested Services	Total
July 2026 – June 2027 (12 Months) - Monthly Services (20 hours/mo) @ \$4,250/mo	\$51,000
Additional Configuration and Development Services	\$80,000
GRAND TOTAL	\$131,000

City Responsibilities:

- The City will designate a primary POC (with backup) to manage all requests, including intake, prioritization, and communication. All requests must include sufficient detail prior to submission. A minimum level of effort (typically 1–2 hours per request) applies.
- The City will ensure timely participation from POC and subject matter experts and provide responses within two (2) business days. Delays or incomplete information may impact delivery timelines or result in cancellation of requests.
- The City will be responsible to submit Tyler Tech support tickets and manage follow-up / responses when appropriate to resolve issues and requested enhancements.
- The City will provide remote access and full system administrator access to applicable systems for PCG as required to complete the requested work. The City will manage system version updates directly with system vendors.
- The City will seek system training related to end-user onboarding, configuration, and admin training from system vendors.
- The City requests PCG to have the full ability to deliver services remotely with no on-site visits and/ or incurred travel costs. If onsite visits are requested, travel expenses will be reimbursed at \$500 per visit per consultant.
- The City will ensure its internal configuration or development activities do not conflict with PCG’s work. Any resulting rework will be handled through a change request.
- The City requesting to cancel already started development work, will be descope from development and activities and milestones completed up to the notice of cancellation will be due.

Additional Configuration and Development Services Rates:

Additional configuration and development services beyond this scope may be requested by the City and will be performed at the agreed-upon hourly rates.

PCG Resources		2026-27 Rates
Park Consulting Group Services	Principal Consultant / Project Manager	\$275/ hour
	Configuration / Development Consultant	\$225/ hour
	Reports / Stored Procedure Developer	\$225/ hour