

COUNCIL ACTION FORM

SUBJECT: REQUEST TO WAIVE FORMAL BIDDING REQUIREMENTS AND AUTHORIZE PURCHASE OF SOFTWARE MAINTENANCE FROM SUPERION, LLC. FOR THE CITY'S FINANCIAL, UTILITY BILLING, BUILDING PERMIT, AND CITATION MANAGEMENT APPLICATIONS

BACKGROUND:

The approved FY 2020/21 Budget includes \$79,366.95 for Superion, LLC (a CentralSquare Company) software maintenance.

Superion, LLC, is the City's software vendor for the integrated financial, utility billing, building permits, and citation management applications. The City contracts with the vendor on an annual basis for maintenance services. Superion, LLC is the sole provider of maintenance for these software applications.

Included in this yearly maintenance is 24-hour programming support, software upgrades on all applications throughout the year, and eligibility to participate in Superion's Users' Group annual meeting where software enhancements are requested and formalized for the next year.

ALTERNATIVES:

1. Waive formal bidding requirements and authorize City staff to enter into FY 2020/21 software maintenance contracts with Superion, LLC at an estimated cost of \$79,366.95.
2. Do not authorize continuing software maintenance contracts with Superion, LLC.

CITY MANAGER'S RECOMMENDED ACTION:

Superion, LLC is the sole provider of the maintenance services for the integrated financial, utility billing, building permits, and citation management software. The agreement for these applications includes software maintenance.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby waiving formal bidding requirements and authorizing City staff to enter into FY 2020/21 software maintenance contracts with Superion, LLC at an estimated cost of \$79,366.95.