

ITEM #: 10
DATE: 11-14-23
DEPT: FIN

COUNCIL ACTION FORM

SUBJECT: AUTHORIZE PURCHASE OF FINANCIAL SOFTWARE HOSTING AND MAINTENANCE FROM CENTRALSQUARE

BACKGROUND:

CentralSquare Technologies, LLC is the City's software vendor for integrated financial, payroll, and utility billing. For the past two decades, the City has contracted with the vendor on an annual basis for software licenses and support.

In July 2021, Council approved the migration of Central Square NaviLine software to Software-as-a-Service (SaaS), hosted by Central Square. This allowed the City to retire its IBM iSeries server and reduce personnel costs that supported this server. On December 5, 2021 the City completed this transition to SaaS which commenced the two-year contract period.

The signed contract provided an option for annual renewal thereafter. Staff is requesting authorization to continue SaaS services for Central Square software in the amount of \$142,305.47 for a renewal period of December 5, 2023 until December 4, 2024. This new contract includes an increase of \$12,882.58 (10.0%) over the expiring contract amount.

The operating budget for Information Technology for FY 2023/24 allocates \$145,448 for Central Squares software.

ALTERNATIVES:

1. Authorize payment to CentralSquare Technologies, LLC, a CentralSquare Company of Lake Mary, FL for the software hosting contract in the amount of \$142,305.47.
2. Do not authorize City staff to pay CentralSquare Technologies, LLC, a CentralSquare Company, for the software hosting contract.

CITY MANAGER'S RECOMMENDED ACTION:

CentralSquare is the sole provider for SaaS and maintenance services for the integrated financial, payroll, and utility billing used by the City. The City's experience within this contract has been positive and mission-critical accounting processes continue to be completed. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as stated above.