

CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** October 12, 2020
SUBJECT: Authorize the sole source purchase of annual software maintenance for the city's financial/human resources planning legacy software platform (HTE) from Central Square Technologies, in the amount of \$137,607.83.
PRESENTER: Bob Weakley, Assistant Director-Information Technology

SUMMARY:

This item is for the sole source purchase of annual maintenance for the city's financial/human resources planning legacy software platform (HTE) from Central Square Technologies in the amount of \$137,607.83. This maintenance is necessary for continued 24/7 technical support of the city's legacy software and platform purchased utilizing sole source procurement.

GENERAL DESCRIPTION:

CentralSquare's HTE software platform NaviLine, is a legacy enterprise system that has been used by all departments across the City since 1998. The purchase of this maintenance will provide software support for payroll and utility billing.

The HTE platform uses NaviLine, which is a product manufactured, sold, serviced and exclusively distributed by CentralSquare Technologies. Utilizing a sole source vendor to procure products and services exempts the city from any state law requirements to competitively bid the product or service.

As the current project to replace HTE progresses and more applications are in production, the city will be cancelling the maintenance cost(s) for the older legacy platforms of HTE.

Funding for this item was included in the FY 2020/2021 Adopted Budget.

RECOMMENDATION:

Authorize the sole source purchase of annual software maintenance for the city's financial/human resources planning legacy software platform (HTE) from Central Square Technologies, in the amount of \$137,607.83.