



## Legislation Details (With Text)

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<b>On agenda:</b>	5/17/2022	<b>Final action:</b>			
<b>Title:</b>	CONSIDER APPROVING AMENDMENT NO. 3 TO AN AGREEMENT WITH HDL SOFTWARE, LLC TO PROVIDE SOFTWARE FUNCTIONALITY, WEB-BASED BUSINESS LICENSE APPLICATIONS AND FALSE ALARM BILLING SOFTWARE (CITY COUNCIL)				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	1. HDL Software Amendment No.pdf				

Date	Ver.	Action By	Action	Result
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## Report to Mayor and City Council

Tuesday, May 17, 2022

Consent

### SUBJECT:

**CONSIDER APPROVING AMENDMENT NO. 3 TO AN AGREEMENT WITH HDL SOFTWARE, LLC TO PROVIDE SOFTWARE FUNCTIONALITY, WEB-BASED BUSINESS LICENSE APPLICATIONS AND FALSE ALARM BILLING SOFTWARE (CITY COUNCIL)**

### I. SUMMARY

On July 20, 2017, the City of Carson and HdL Software, LLC entered into a three-year contract service agreement with two one-year extensions for the Prime Business License and False Alarm billing software. On June 16, 2020, the City and HdL approved Amendment No. 1 executing the first one-year contract extension to June 30, 2021, and Amendment No. 2 utilizing the second one-year extension was approved by City Council extending the contract to June 30, 2022. The current software contract is exhausted; however, staff is requesting approval of a third amendment to extend the service contract up to three one-year extensions. The contract extension is being requested to continue software capability for staff until the next module of the City's Tyler Munis ERP (Enterprise Resource Planning) software is implemented and Business License migrates over to Tyler Munis.

## **II. RECOMMENDATION**

1. APPROVE the proposed Amendment No. 3 to the agreement for contract services between the City of Carson and HdL Software for Prime Business License and False Alarm billing software.
2. AUTHORIZE the Mayor to execute the HdL Software Amendment No. 3, after approval as to form by the City Attorney.

## **III. ALTERNATIVES**

TAKE another action the City Council deems appropriate.

## **IV. BACKGROUND**

On July 20, 2017, the City of Carson and HdL Software, LLC (“HdL”) entered into a three-year contract service agreement with two one-year extensions for the Prime Business License and False Alarm billing software. On June 16, 2020, the City and HdL approved Amendment No. 1 executing the first one-year extension extending the contract to June 30, 2021. Amendment No. 2 was executed and approved on July 20, 2021, which extended the contract by utilizing the second one-year extension, continuing the contract to June 30, 2022. The current software contract is exhausted; however, staff is requesting approval of a third amendment to extend the service contract for three one-year extensions. The contract can be severed with a 30-day written notice.

The City has implemented the Tyler Munis ERP (Enterprise Resource Planning) software and phase three is slated to include the migration of Business License and False Alarm. The contract extension is requested to allow staff to continue with entering new applications, renewals, and processing false alarm billing until the Tyler Munis module is installed and functional for Business License implementation. Once the ERP System is fully implemented, the City will no longer have the need for the HdL Business License and False Alarm billing software. The system will be replaced with Tyler Munis ERP system, and the City may cancel the contract at any time with 30 days written notice.

## **V. FISCAL IMPACT**

There is no fiscal impact. The total appropriation is available within the Fiscal Year 2022-2023 adopted budget.

## **VI. EXHIBITS**

HdL Contract Amendment No. 3

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