APPROVAL FOR CENTRAL SQUARE SOFTWARE MAINTENANCE AGREEMENT

RS-24-086   May 21, 2024

Background

- The City utilizes Central Square's Naviline software for its current Financial, Human Resources, Payroll, and Utility Billing modules

- While the city transitions to its new ERP, maintenance and support on the existing software needs to be maintained

- The annual software maintenance covers extended software support, upgrades, and software releases until the new modules are configured in OpenGov and UKG

Background continued

- As new modules are completed, the annual maintenance cost is expected to decrease, and we can choose not to renew when the ERP is implemented

- The Information Technology department expects the OpenGov and UKG modules to be completed as follows:
  - Financial phase I – September 2024
  - Financial phase II – January 2025
  - HR/Payroll – February 2025
  - Utility Collections is currently going through the RFP process with an anticipated completion date of October 2025

Recommendation

□ City staff recommends that the City Council approve the renewal of a maintenance agreement with Central Square, for three years, in an amount of $620,123, and that the City Manager or designee be expressly authorized to execute any and all change orders within the amounts set by state and local law