

Mayor and Council Communication

DATE: 09/13/22

M&C FILE NUMBER: M&C 22-0719

LOG NAME: 60SUPERION SOLE SOURCE AGREE

SUBJECT

(ALL) Authorize a Sole Source Agreement with Superior, LLC for Continued Software, Licensing, Maintenance and Support, Training, and Professional Services for the Water Department's Customer Information and Billing for an Annual Amount of \$490,000.00

RECOMMENDATION:

It is recommended that the City Council authorize a Sole Source Agreement with Superior, LLC for continued software, licensing, maintenance and support, training, and professional services for the Water Department's Customer Information and Billing Systems, for an annual amount of \$490,000.00.

DISCUSSION:

The Water Department has utilized the current customer information billing system since 1993. The most recent continuation of this agreement was approved on Mayor and Council Communication (M&C) P-12140, on December 5, 2017, and it allowed for City Secretary Contract 45635, which expires on September 30, 2022. If approved, the new agreement will provide the Water Department with continued software, maintenance and support, licensing, training and professional services, in support of the Customer Information and Billing System. It will enable the collection of over \$600M annually in revenues for water, sewer, recycling, solid waste, storm water, and environmental protection services, as well as voluntary contributions.

CentralSquare Technologies, LLC, doing business under the name Superior, LLC, is the documented sole source vendor for these services. Superior does not allow any other entity to update, enhance, modify, or support its utility billing system; it is a proprietary system.

ADMINISTRATIVE CHANGE ORDER

An administrative change order or increase may be made by the City Manager, or his designee, in the amount up to the maximum allowed under state law and the City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

AGREEMENT TERM

This Agreement will commence on October 1, 2022 and end on September 30, 2023.

RENEWAL OPTIONS

This Agreement may be renewed for up to four additional one-year terms at the City's option. This action does not require specific City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

DIVERSITY AND INCLUSION (DVIN) A waiver of the goal for Business Equity subcontracting requirements was requested, and approved by the DVIN, in accordance with the applicable Ordinance, because the waiver request is based on the sole source information provided.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the above recommendation and adoption of the Fiscal Year 2023 Budget by the City Council, funds will be available in the Fiscal Year 2023 operating budget, as appropriated, in the Water & Sewer Fund. Prior to an expenditure being incurred, the Water Department has the responsibility to validate the availability of funds.

Submitted for City Manager's Office by: Dana Burghdoff 8018

Originating Business Unit Head: Chris Harder 5020

Additional Information Contact: Charmaine Baylor 6092