



## Legislation Text

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**File #:** 19-0754, **Version:** 1

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**DATE:** July 23, 2019

**TO:** Board of Mayor and Aldermen

**FROM:** Eric Stuckey, City Administrator  
Kristine Tallent, Assistant City Administrator / CFO  
Jordon Shaw, IT Director  
Brian Wilcox, Purchasing Manager

**SUBJECT:**

Sole-source purchase from Central Square Technologies of San Diego, California for CAD (Computer-aided dispatch) software maintenance renewal in the total amount of \$73,942.81 for the year beginning July 1, 2019 for the Police Department (\$74,000 budgeted in 110-82510-41350 for fiscal year 2020; City Contract No. 2014-0316)

**Purpose**

The purpose of this procurement is to purchase, for the year beginning July 1, 2019, annual renewal of software maintenance for Central Square software pertaining to law enforcement and used by the Police Department.

**Background**

City Purchasing Policy allows for the following category of sole-source purchases valued at or greater than \$25,000 not to require individual authorization by the Board of Mayor and Aldermen (but which shall be reported to the Board):

- Repairs to, maintenance of, licenses for and/or maintenance agreements for products already in use by the City, so long as the product manufacturer representative has stated in writing that the vendor is the sole source available to the City, and so long as the vendor has stated in writing that the quoted pricing is the lowest municipal unit pricing available at that time and in the foreseeable future for the quantity indicated.

Staff believes the purchase referenced above is a sole-source purchase. Evidence to support this opinion includes that the City purchases the software maintenance services directly from Central Square, the software company. Central Square has indicated in writing that it is the sole supplier of the maintenance services for the Central Square software that is the subject of the quoted services.

**Financial Impact**

The IT Department budget for fiscal year 2020 allocates \$74,000 out of the General Fund for the purchase of

Central Square software support services. The amount of this procurement is \$73,942.81.

**Recommendation**

Consistent with adopted policy, this purchase was approved by the City Administrator as a sole source purchase.