



## Legislation Details (With Text)

**File #:** HCC-189-FY21      **Version:** 1      **Name:**

**Type:** Consent Item      **Status:** Passed

**File created:** 1/13/2021      **In control:** City Council

**On agenda:** 1/19/2021      **Final action:** 1/19/2021

**Title:** Comcate Inc. Licensing Agreement

**Sponsors:** City Administrator

**Indexes:** Contract

**Code sections:**

**Attachments:** 1. Memo - Comcate Inc Services Agreement - 2021

Date	Ver.	Action By	Action	Result
1/19/2021	1	City Council	Approved	Pass

Submitted by: At the Request of the City Administrator  
Submitting Department: Community & Economic Development  
Agenda Section: Consent

**Item Title:**  
**Comcate Inc. Licensing Agreement**

### Suggested Action:

I move the City Council authorize the City Administrator to execute a one (1) year extension of services agreement with Comcate Inc., 144 Linden Street, Oakland, CA 94607, at a cost not to exceed \$13,344.66, upon the legal review of the City Attorney.

### Summary Background:

Since 2012, the City of Hyattsville has utilized Comcate Incorporated as its business licensing and code management program. The contract for services is set to expire and Staff is requesting the Council to authorize a 12-month extension to the contracted services.

The annual renewal license fee for the software is \$13,344.66, exceeding the \$10,000 threshold and thus necessitating the requirement for City Council authorization to continue with the services. Staff is satisfied with the overall performance of Comcate Inc. and the cost effectiveness of the software product and is requesting authorization for extension of a one (1) year contract term at an annual cost not to exceed \$13,500.00.

The Department is scheduled to administrate licensing, permits, and violation notices through our Enterprise Resource Planning (ERP) system and therefore we do not anticipate the need to extend services with Comcate Inc beyond this one (1) year term.

### Next Steps:

No additional action is required.

### Fiscal Impact:

Funding for this cost is included in the FY2021 City Budget.

**City Administrator Comments:**

Recommend Approval

**Community Engagement:**

N/A

**Strategic Goals:**

Goal 4 - Foster Excellence in all City Operations

**Legal Review Required?**

Pending