



Legislation Text

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

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