STAFF REPORT
6/24/2026

TO: Honorable Mayor and City Council Members

FROM: Gustavo Romo, City Manager

PREPARED BY: Lincoln Bogard, Finance Director

SUBJECT: Authorization to Execute a Software Subscription Agreement with Edwin Technologies Inc. for the Edwin Core Platform

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STAFF RECOMMENDATION:

That the City Council authorize the City Manager to execute a Software Subscription Agreement with Edwin Technologies Inc. for the Edwin Core Platform, in a total not-to-exceed amount of $64,773 over a three-year term commencing July 1, 2026.

EXECUTIVE SUMMARY:

The Finance Department recommends approval of a three-year Software Subscription Agreement with Edwin Technologies Inc. (Edwin) for the Edwin Core Platform, a cloud-based treasury and financial management tool purpose-built for local government agencies. The initial deployment will focus on automated bank-to-general ledger (GL) reconciliation across the City's operating and investment accounts, with full ERP system integration. Edwin is offering Year 1 at a net subscription fee of $12,500, reflecting a six-month promotional credit applied to the $25,000 annual list price. Year 2 is $25,750 and Year 3 is $26,523, for a total three-year contract value of $64,773. The agreement includes a Year 1 termination-for-convenience provision with pro-rata refund protection, limiting the City's financial exposure during the initial pilot period.

BACKGROUND:

The Finance Department has been actively working to strengthen internal controls, reduce manual processes, and improve the accuracy and timeliness of financial reporting. A key area identified for improvement is the bank reconciliation process, which currently requires significant staff time and is subject to the delays and errors inherent in manual workflows. In conjunction with the City's upcoming ERP system go-live, staff identified automated bank reconciliation as a high-priority operational capability. Staff evaluated the Edwin Core Platform as a purpose-built solution for public sector treasury and finance operations. Edwin Technologies Inc. is headquartered at 730 Arizona Ave, Santa Monica, CA 90401. The platform is SOC 2 compliant, hosted on AWS infrastructure, and designed specifically for the operational needs of municipal finance teams.

DISCUSSION/ANALYSIS:

The Edwin Core Platform provides automated workflows and reporting tools that enable agencies to streamline financial operations and review cash and investment portfolios against benchmarks. For the City of Coachella, the Year 1 deployment focuses on the following capabilities: (1) automated bank-to-GL reconciliation across operating and investment accounts; (2) ERP integration and reconciliation workflow configuration; (3) deposit-in-transit identification, aging, and clearing logic; (4) exception management with full audit trail and approval workflows; and (5) implementation, finance team training, and ongoing customer support. The broader Edwin Core capability set—including real-time cash and investment visibility, policy-aligned investment compliance checks, peer-agency benchmarking, automated ACFR-ready reporting, cash forecasting, and month-end close support—will be available to the finance team throughout the engagement. The proposed agreement runs from July 1, 2026 through July 1, 2029. Year 1 is structured as a pilot: Edwin is providing a six-month promotional credit, reducing the net Year 1 cost to $12,500. During Year 1, the City may terminate for convenience at any time and receive a pro-rata refund of any prepaid fees for the unused portion of the year. Auto-renewal provisions do not apply unless the City affirmatively elects to continue beyond the initial pilot term. Following the pilot year, the agreement auto-renews for successive one-year periods unless the City provides written notice of termination at least thirty (30) days prior to the end of the then-current service period. Edwin provides technical support via phone and email on weekdays from 9:00 a.m. to 5:00 p.m. Pacific Time, excluding federal holidays. The platform is intended to be available 24 hours a day, seven days a week, except for planned or emergency maintenance windows. Because the total three-year contract value of $64,773 exceeds the City Manager's current purchasing authority of $25,000, City Council authorization is required.

SOLE SOURCE JUSTIFICATION:

Edwin Technologies Inc. is a specialized provider of public sector treasury management software whose Edwin Core Platform was purpose-built for local government agencies. The platform offers a unique combination of automated bank-to-GL reconciliation, ERP integration, real-time cash and investment visibility, policy-aligned investment compliance monitoring, and municipal peer benchmarking. Staff conducted a market review and is not aware of a commercially available alternative that provides equivalent functionality, SOC 2 Type II compliance, and demonstrated municipal deployment experience at a comparable scope and price point. Because no other vendor offers a substantially equivalent product capable of meeting the City’s operational requirements, this procurement qualifies as a sole source acquisition consistent with the City’s purchasing policies, which authorize direct award where competitive procurement is not feasible and the proposed vendor possesses specialized capabilities not reasonably available elsewhere. A Sole Source Justification memorandum prepared by the Finance Director is on file with the City Clerk and incorporated herein by reference.

TIME IS OF THE ESSENCE:

Time is of the essence with respect to this agreement. The Edwin Core Platform is scheduled to go live on July 1, 2026, timed to coincide with the City’s ERP system implementation kickoff on August 1, 2026. Delaying contract execution would (1) forfeit the six-month promotional credit extended by Edwin, valued at $12,500; (2) disrupt the coordinated implementation timeline and staff training schedule; and (3) require the Finance Department to continue performing bank reconciliation manually during the ERP transition period, a time of heightened operational complexity. Edwin has advised that the introductory promotional pricing structure is contingent upon contract execution on or before June 30, 2026. Staff therefore recommends that the City Council authorize execution at the June 24, 2026 Regular Meeting so that the July 1, 2026 implementation date may be achieved and the full financial and operational benefits of the agreement realized.

ALTERNATIVES:

1. Authorize the City Manager to execute the Software Subscription Agreement with Edwin Technologies Inc. for the Edwin Core Platform as presented, in a total not-to-exceed amount of $64,773 over three years commencing July 1, 2026. (Recommended)
2. Direct staff to issue a formal Request for Proposals (RFP) for automated bank reconciliation software prior to contract execution. This alternative would delay implementation beyond the July 1, 2026 target date and forgo the introductory pricing offered by Edwin.
3. Decline to enter into the agreement and continue performing bank reconciliation manually using existing staff resources. This alternative foregoes the efficiency gains, audit trail improvements, and ERP integration benefits associated with automated reconciliation.
4. Take no action at this time. This alternative would delay the City's ability to implement automated reconciliation in conjunction with the ERP go-live and may result in missed operational and financial efficiencies.

FISCAL IMPACT:

The total three-year contract value is $64,773. Annual net subscription fees are as follows: Year 1 (July 1, 2026 – June 30, 2027) – $12,500; Year 2 (July 1, 2027 – June 30, 2028) – $25,750; Year 3 (July 1, 2028 – June 30, 2029) – $26,523. Funding will be drawn from the Finance Department's operating budget. No budget amendment is needed for Year 1. It is in the Requested Budget for Fiscal Year 2026-27 Appropriations for Years 2 and 3 will be included in the respective annual budget adoption processes. In the event the City exercises its Year 1 termination-for-convenience right, financial exposure is limited to the pro-rata cost of services rendered.

RECOMMENDED ALTERNATIVE(S):

Alternative 1 is recommended. The Edwin Core Platform provides purpose-built automation for public sector bank reconciliation at a favorable introductory price, with a Year 1 termination-for-convenience provision that limits financial risk to the City. Implementation is timed to coincide with the City's ERP go-live, maximizing operational efficiency from the outset. Staff believes this agreement represents sound fiscal stewardship and a meaningful enhancement to the City's financial operations.