



STAFF REPORT

MEETING DATE: August 9, 2023

PRESENTER: Josefina Alvarez, Finance Director

SUBJECT: Cloud Migration Software Agreement with Springbrook Holding Company, LLC (JA)

RECOMMENDATION: Council by motion adopt resolution approving a Cloud migration software agreement with Springbrook Holding Company, LLC in the amount of \$15,750 for implementation and an annual cost starting at \$22,900.84 with an annual increase of no more than 7% and authorize City Manager to sign the agreement.

EXECUTIVE SUMMARY:

The City of Kerman signed an agreement with Springbrook for software in 2014. With increases in technology, a Cloud version has been proposed by Springbrook Holding Company, LLC (“Springbrook”) and staff recommends to migrate Springbrook software to the Cloud.

Staff has provided all documentation to our IT department for review and IT has determined that Springbrook is hosted by Microsoft Azure, which is “a great platform” per IT’s recommendations.

Staff would not lose products or services with the upgrade, but would add increase services including a Code Compliance module and ability to accept online payment for building permits and business licenses. Implementation would not affect any processes; Springbrook would be accessed via an internet connection with user credentials and other processes would be streamlined. With the Cloud migration, the City would reduce costs by not running a data center with onsite servers, data security would be increased due to the Cloud being safer than storing on onsite servers and there is no need for a backup plan because everything would be stored on the Cloud.

Code Compliance is currently keeping records on an Excel file, but implementing the module in Springbrook would streamline processes and would make record keeping and tracking more feasible. Other modules would improve if Springbrook is moved to the Cloud are Human Resources and Payroll. Processing, updating, correcting and approving timecards would be simpler and would improve and expedite this process.

If Council adopts the resolution, the City would go into an annual renewal process with a 5% increase cap, year over year. Once we are on an annual renewal process, the Master Service Agreement will govern all aspects of the renewal process.

FISCAL IMPACT:

This upgrade has been included in the 2023/2024 budget for a total fixed/implementation cost of \$15,750 and annual subscription cost of \$22,900.84.

ATTACHMENTS:

A. Resolution w/Exhibit

RESOLUTION 23-__

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KERMAN APPROVING CLOUD MIGRATION SOFTWARE AGREEMENT WITH SPRINGBROOK HOLDING COMPANY, LLC IN THE AMOUNT OF \$15,750 FOR IMPLEMENTATION AND AN ANNUAL COST STARTING AT \$22,900.84 WITH AN ANNUAL INCREASE OF NO MORE THAN 7% AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT

WHEREAS, the City of Kerman signed an agreement with Springbrook.in 2014 for software services; and

WHEREAS, Springbrook Holding Company, LLC has proposed for the City of Kerman to migrate to the Cloud; and

WHEREAS, Unity IT, the City's information technology consultant, has determined that Springbrook is hosted by Microsoft Azure which per Unity IT's recommendation is a "great platform"; and

WHEREAS, the City desires to migrate Springbrook Holding Company, LLC software to the Cloud.

NOW, THEREFORE, the City Council of the City of Kerman does resolve as follows:

1. The foregoing recitals are true and correct.
2. The City Council hereby approves the Cloud Migration Agreement with Springbrook Holding Company, LLC in the amount of \$15,750 for implementation and an annual cost starting at \$22,900.84 with an annual increase of no more than 7% attached as Exhibit 'A' to this resolution and authorizes the City Manager to execute same.
3. This resolution shall be effective immediately.

The foregoing resolution was approved by the City Council to the City of Kerman at a regular meeting held on the 9th day of August 2023 and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

The foregoing resolution is hereby approved.

Maria Pacheco
Mayor

ATTEST:

Marci Reyes
City Clerk