



DEVELOPMENT SERVICES

To: Mayor and Town Council

From: Brady Cudd, Building Official

Through: Harlan Jefferson, Town Manager
Rebecca Zook, Executive Director of Development and Infrastructure Services
Khara C. Dodds, AICP, Director of Development Services

Re: Town Council Meeting – January 25, 2022

Agenda Item:

Consider and act upon approving Amendment No. 3 to the Software Maintenance and Hosting Agreement between Town of Prosper, TX and CentralSquare Technologies, LLC; and authorizing the Town Manager to execute the same.

Description of Agenda Item:

On or about January 13, 2015, the Town Council approved a Software Maintenance and Hosting Agreement related to hosting, maintenance, and support services for TRAKiT Land Management Software. Trakit is primarily used by Building Inspections Department and is both essential and central to daily operations. Other divisions and departments such as Planning, Health and Code, Engineering, Fire, and Parks also use the software.

The original term of the Agreement was five years, expiring in 2020. On or about January 28, 2020, the Town Council approved an Amendment extending the Agreement for an additional one-year term, with a one-year renewal option that expired on December 31, 2021. This Amendment extends the Agreement for an additional one-year term effective January 1, 2022, through December 31, 2022.

Staff does not anticipate continued use of this product after the 2022 calendar year, as we are in the process of transitioning to Tyler Technology's Energov software.

Budget Impact:

In the FY 2021-2022 budget, staff allocated \$53,512.00 in IT Fees 100-5418-40-01 for the Trakit software expense as a non-discretionary package. The budgeted amount was based on the previous year's expenditure. The fee for the renewal period is \$56,791.36, which exceeds the budgeted amount by \$3,279.36. However, staff anticipates savings in related budget categories which will offset this additional expense.

Legal Obligations and Review:

Terrence Welch of Brown & Hofmeister, L.L.P., has reviewed the Amendment as to form and legality.

Attached Documents:

1. Amendment No. 3 to the Software Maintenance and Hosting Agreement

Town Staff Recommendation:

Town staff recommends approving Amendment No. 3 to the Software Maintenance and Hosting Agreement between Town of Prosper, TX and Central Square Technologies, LLC; and authorizing the Town Manager to execute the same.

Proposed Motion:

I move to approve Amendment No. 3 to the Software Maintenance and Hosting Agreement between Town of Prosper, TX and Central Square Technologies, LLC; and authorize the Town Manager to execute the same.