

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: *IIIA2
	Title:	Recommendation authorizing CityView annual support and maintenance services from Harris Computer Systems for \$37,187	
Presenter:	Larry Gunderson, Director of Information Systems		
Meeting: Government Operations Committee		Date: May 20, 2024	
Proposed Cost: \$37,187	Budgeted Amount: \$42,430	Not Budgeted: <input type="checkbox"/>	
TIF District: None			
Executive Summary (if not budgeted, please explain):			
<p>The City's community development tracking and permitting software system, CityView, has been in use since 2004. CityView software is used by the Community Development Department to track and manage the submittal, review and approval of development projects, the review and issuance of building permits, and the management of code enforcement violations. In addition, the software is used by the City Administrator's office and the Police Department for managing the liquor license application process.</p> <p>This maintenance contract provides technical support and product upgrades for CityView software for the covered period of one year, July 1, 2024 to June 30, 2025. Since CityView software is only licensed and supported by Harris Computer Systems, Harris is the sole provider of these services.</p>			
Attachments (please list):			
Resolution, Bid Waiver Form			
Recommendation/Suggested Action (briefly explain):			
Recommend approval of a resolution authorizing annual CityView support and maintenance services from Harris Computer Systems for \$37,187.			

**City of St. Charles, Illinois
Resolution No.**

A Resolution Authorizing the purchase of Annual CityView Software Support and Maintenance Services from Harris Computer Systems in the submitted amount

**Presented & Passed by the
City Council on**

WHEREAS, since 2004, Harris Computer Systems, and its predecessor, Municipal Software, have provided Community Development Management software to the City;

WHEREAS, Harris Computer Systems, as the owner and developer of the software, is the sole provider of software maintenance and support for the CityView software application;

WHEREAS, Harris Computer Systems submitted pricing for CityView software maintenance and support for the period of one year, July 1, 2024 to June 30, 2025;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, an Agreement be approved with Harris Computer Systems in the submitted amount.

PRESENTED to the City Council of the City of St. Charles, Illinois, this ____ day of _____, 2024

PASSED by the City Council of the City of St. Charles, Illinois, this ____ day of _____, 2024

APPROVED by the Mayor of the City of St. Charles, Illinois, this ____ day of _____, 2024

Lora Vitek, Mayor

ATTEST:

City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:



Bid Waiver One Time Today through 6/30/2024

Description: Annual software maintenance for Harris CityView Community Development Software

Requested Vendor: Harris Software

Requested By: Lawrence E. Gunderson Date: 5/20/2024

Approval: Lawrence E. Gunderson Lawrence E. Gunderson Digitally signed by Lawrence E. Gunderson Date: 2024.05.14 14:17:43 -05'00'
Department Head Signature

Bid Waivers are required when there are unique circumstances related to a proposed procurement that has not been competitively solicited.

1. This procurement is valued at \$ _____ for this one-time order, and/or \$ 37,187 for a 12-month period.
2. This good/service has been competitively solicited within the past 24 months. YES NO
If Yes, Was the solicitation published on the city website? YES NO

3. **Justification for Bid Waiver:**

Emergency i.e. declared by the Mayor and applicable to EOC/FEMA procedures.

Urgent i.e. required to resolve an unanticipated problem that, if not resolved within 48 hours, may cause undue risk to individuals and/or extensive damage to property.

Need for these goods/services were **not anticipated and procurement through normal channels would take too long.**

A responsible **contractor was on site** performing a related repair, and based on professional judgement; it was prudent to request this service/repair from said contractor.

These goods are replacement parts for a **warranted item, and the warranty is still in place**, and purchase of a non-brand item will jeopardize warranty.

These goods/services are **inherently related to, and an ongoing part of**, other goods/services previously provided by the Provider.

These goods utilize a **proprietary, patent, trademark, or customized programming** resulting in lack of competition.

These goods are **standardized** for operational safety and efficiency.

These goods are only available through the provider's **local distribution** channels.

These goods/services were purchased through a **Cooperative Purchasing Agreement.** _____

- Other:** Annual software maintenance for CityView is only available from Harris Software.

