
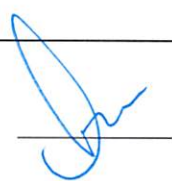



DATE SUBMITTED 8/8/2023
 SUBMITTED BY R. Alejandro Estrada
 DATE ACTION REQUIRED 8/16/2023

COUNCIL ACTION (x)
 PUBLIC HEARING REQUIRED ()
 RESOLUTION ()
 ORDINANCE 1ST READING ()
 ORDINANCE 2ND READING ()
 CITY CLERK'S INITIALS ()

**IMPERIAL CITY COUNCIL
 AGENDA ITEM**

SUBJECT:	DISCUSSION/ACTION: 1. APPROVAL OF AGREEMENT BETWEEN THE CITY OF IMPERIAL AND CITIZENSERVE FOR BUSINESS LICENSE SERVICES FOR THE TERM OF ONE (1) YEAR IN THE ANNUAL AMOUNT OF \$22,950.00		
	DEPARTMENT INVOLVED: DEPARTMENT OF INFORMATION TECHNOLOGY		
	BACKGROUND/SUMMARY: In an effort to maintain the City's Business License application, the City has contracted CitizenServe. This implementation of the new Business License is compatible with systems we currently use. For renewal of this item the following year (FY 2024-2025) would be a baseline budget of \$9,000 since the setup, training, and data mitigation would be a one-time fee. Included in this packet, you will find the quote that was presented to the Department of Information Technology for Council's review and approval.		
FISCAL IMPACT: NOT TO EXCEED FISCAL IMPACT: 22,950.00 Contract budgeted in the 2023-2024 Municipal Budget;	FINANCE INITIALS		
STAFF RECOMMENDATION: It is staffs recommendation to approve the disbursement of funds for the new Business License application.	DEPT. INITIALS		
MANAGER'S RECOMMENDATION: The City Manager agrees with staffs recommendation.	CITY MANAGER'S INITIALS		
MOTION: SECONDED: AYES: NAYES: ABSENT:			
		APPROVED () DISAPPROVED () REFERRED TO:	REJECTED () DEFERRED ()



Order Form

Account Name: City of Imperial, California

Contact Information:

R. Alejandro Estrada, CE, CGCIO, CSSA, LASO
Director of Information Technology
City of Imperial
420 S Imperial Avenue, Imperial, CA 92251
Email: aestrada@cityofimperial.org
Phone: (760) 355-3842

Billing Information:

R. Alejandro Estrada, CE, CGCIO, CSSA, LASO
Director of Information Technology
City of Imperial
420 S Imperial Avenue, Imperial, CA 92251
Email: aestrada@cityofimperial.org
Phone: (760) 355-3842

Contract Term:

Billing Cycle: Annual
Billing Schedule: Upon Signing
Service Term Starts: 11/01/2023
Service Term Ends: 10/31/2024

Components to be Implemented:

Business Licensing
Citizen Access Pages

Fees:

5 User Subscriptions	\$1,800 per named user per year	\$9,000.00
Setup, Training and Implementation	\$1,200 per named user	\$6,000.00
Additional Services	Data Migration (Custom SQL)	\$7,950.00
Total Fees		\$22,950.00

I authorize Online Solutions, LLC to invoice as per the above information.

Online Solutions:

Customer:

Authorized Signature

Authorized Signature

Print or Type Name of Signatory

Print or Type Name of Signatory

Execution Date

Execution Date

Address:
1101 E. Warner Road
Suite 160
Tempe, AZ 85284

Address:
City of Imperial
420 S. Imperial Avenue
Imperial, CA 92251





OpenGov Inc.
 6525 Crown Blvd #41340
 San Jose, CA 95160
 United States

Order Form Number: Q010929
Created On: July 17, 2023
Quote Expiration Date: July 31, 2023
Subscription Start Date: August 24, 2023
Subscription End Date: January 23, 2027

Prepared By: Braden Taylor
Email: btaylor@opengov.com
Contract Term: Prorated + 36 Months

Customer Information

Customer: City of Imperial, CA
Bill To/Ship To: 420 S. Imperial Ave
 Imperial, CA US

Contact Name: Alexis Brown
Email: abrown@cityofimperial.org
Phone: 760-355-4373

Order Details

Billing Frequency: Annual

Payment Terms: Net 30

SOFTWARE SERVICES:

Product / Service	Start Date	End Date	Subscription Fee
Additional Service Area: Business Licenses	August 24, 2023	January 23, 2024	\$6,920.83
Additional Service Area: Business Licenses	January 24, 2024	January 23, 2025	\$16,110.00
Additional Service Area: Business Licenses	January 24, 2025	January 23, 2026	\$16,915.50
Additional Service Area: Business Licenses	January 24, 2026	January 23, 2027	\$17,716.27
Total Amount			See Billing Table

PROFESSIONAL SERVICES:

Product / Service	Start Date	Total Amount
Professional Services Deployment - Prepaid	August 24, 2023	\$12,025.00
Services Total Amount		\$12,025.00

Order Form Legal Terms

Welcome to OpenGov! Thanks for using our Software Services. This Order Form is entered into between OpenGov, Inc., with its principal place of business at 6525 Crown Blvd #41340 San Jose, CA 95160 ("OpenGov"), and you, the entity identified above ("Customer"), as of the Effective Date. This Order Form includes and incorporates the OpenGov Software Services Agreement, signed between the parties, effective **January 21, 2022** as amended ("SSA") and the applicable Statement of Work ("SOW") incorporated herein in the event Professional Services are purchased. The Order Form, SSA and SOW shall hereafter be referred to as the "Agreement". Unless otherwise specified above, fees for the Software Services and Professional Services shall be due and payable, in advance, on the Effective Date. By signing this Agreement, Customer acknowledges that it has reviewed, and agrees to be legally bound by, the OpenGov Software Services Agreement. Each party's acceptance of this Agreement is conditional upon the other's acceptance of the terms in the Agreement to the exclusion of all other terms.

City of Imperial, CA	OpenGov, Inc.
Signature:	Signature:
Name:	Name:
Title:	Title:
Date:	Date:

Billing Date:	Billing Amount:
8/24/2023	\$18,945.83 (Prorated Software Fee + Professional Services)
1/24/2024	\$16,110.00
1/24/2025	\$16,915.50
1/24/2026	\$17,716.27