



City Council Communication

AGENDA DATE: April 6, 2026

LEGISTAR ITEM #: 2026-028

PRESENTER: Tiffany Chacon, IT Director **DEPARTMENT:** Information Technology

<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Resolution	<input type="checkbox"/> Public Hearing
------------------------------------	--	---

REQUEST

A resolution authorizing award of a contract for licensing and permitting software to Central Square Technologies, LLC.

BACKGROUND

The City entered into a contract with Central Square Technologies, LLC in 2021, for Licensing and Permitting Software. The solution provides a cloud based, single system for Building, Licensing, Land Use, and Permitting, including a public portal where the public can pay fees and access permit, licensing, code, and inspection information. Staff met several times in Q1 2026 to discuss ongoing needs for the system, opportunities, and training. This new contract will allow for continued use of the system and ongoing improvements.

FINANCIAL IMPACT

Contractor	Central Square Technologies, LLC
Amount of Request/Contract	\$900,000
Amount Not To Exceed	\$950,000
Amount Budgeted	\$900,000
Budget Year	2026-2031
Funding Source	650-17-654-804-001

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
May 9, 2026	May 8, 2031
Years and Months of Contract	Number of Times Renewable

CITY COUNCIL COMMUNICATION CONTINUED

1 year	4 optional renewals
--------	---------------------

JUSTIFICATION

<input type="checkbox"/> Council Goal	<input checked="" type="checkbox"/> Strategic Plan	<input type="checkbox"/> Work Plan	<input type="checkbox"/> Legal
Citation	Goal 6-High Performing Government Strategy 6.4 – Improving City Processes Strategy 6.6 – Expand and Protect Technology Infrastructure Objective 6.62 - Evaluate, Upgrade, or Expand Existing Technology Systems		

AVAILABLE ACTIONS

- | |
|--|
| <ul style="list-style-type: none"> • Available Action #1: Approve the resolution as submitted • Available Action #2: Amend the resolution. |
|--|

STAFF RECOMMENDATION

Staff recommends Action #1, approval of the resolution as submitted.
--