



# City of San Leandro

Meeting Date: September 7, 2021

## Staff Report

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**File Number:** 21-478 **Agenda Section:** CONSENT CALENDAR

**Agenda Number:** 8.J.

**TO:** City Council

**FROM:** Fran Robustelli  
City Manager

**BY:** Fran Robustelli  
Interim City Manager

**FINANCE REVIEW:** Susan Hsieh  
Finance Director

**TITLE:** Staff Report for a City of San Leandro City Council Resolution to Approve Annual Renewal for Fiscal Years 2022-2023 with Dude Solutions, Inc. for Facilities Management, Mobile 311, Parks, and Water Plan Management Software Systems for the Amount of \$93,705.12, and Appropriate \$37,399.56 from the IT Fund 688 to Account 688-13-001-5311 to cover the costs.

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### SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council approve and authorize the City Manager to execute an agreement to pay Dude Solutions, Inc. \$93,705.12 in Fiscal Year 2021-2022 for renewal of a suite of applications, including the City's Facilities Management Systems, Mobile 311 System, and systems for Parks & Forestry and Water Plant Treatment & Management.

### BACKGROUND

The City of San Leandro has maintained an annual subscription contract with Dude Solutions since 2015, after the company was selected during an RFP process.

### Analysis

The City of San Leandro subscribes to a suite of cloud-based applications from Dude Solutions, Inc., including Capital Forecast and Asset Essentials, which make up the City's Facilities Management System.

Dude Solutions, Inc. is also the provider of the Mobile 311 application, which the City uses under the name "My SL."

Staff has implemented additional modules, including ProFacilities/Physical Plant and Pro Treatment, both used in the Water Pollution Control Plant; and Pro Parks, Recreation, and Forestry, used to manage the City's Public Parks and Trees.

This Software-as-a-Service (SaaS) package is used extensively by the Public Works Department and provides core functions required to maintain and manage City facilities, parks, assets, and the Water Pollution Control Plant, along with the administration of the My-SL program, which involves several City Departments.

The City is charged an annual subscription license fee which provides Staff with access to the online systems. In addition, the vendor provides software updates and technical support. This annual renewal covers all of the licenses needed by Staff to fully use the software.

The budgeted amount in FY 2021-2022 is \$56,305.56 (\$53,624.31 plus up to a 5% increase for 2021-2022, approved by the City Council on October 20, 2020). However, the additional modules described above increased the FY 2021-2022 renewal amount to a combined total of \$93,705.12. As such, a one-time allocation from the IT Fund Balance of \$37,399.56 is recommended to complete the transaction.

### **Previous City Council Actions**

- On October 19, 2020, the City Council approved Annual Renewals for Fiscal Years 2020-2021 and 2021-2022 with Dude Solutions, Inc. for Facilities Management System and Mobile 311 System for the Combined Amount of \$107,248.62;
- On July 16, 2018, the City Council approved an annual renewal agreement with Dude Solutions, Inc. for FY2018-2019 for the amount of \$52,610.25

### **Legal Analysis**

The City Attorney's office reviewed and approved the purchase agreements.

### **Fiscal Impacts**

The total annual software and maintenance cost for Fiscal Year 2020-2021 is \$93,705.12. This project requires a Council appropriation in FY2021-22 of \$37,399.56 to cover all costs. The Information Technology Fund 688 has sufficient funding in its fund balance to cover this appropriation request.

### **Budget Authority**

This Information Technology Fund 688 project has \$56,305.56 in its FY 2021-2022 Account 688-13-001-5311 and requires a Council appropriation of \$37,399.56 from the Fund 688 Fund Balance to Account 688-13-001-5311 to cover the remainder of this project's costs.

**PREPARED BY:** Tony Batalla, Chief Technology Officer, City Manager's Office



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## Resolution - Council

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**TO:** City Council

**FROM:** Fran Robustelli  
City Manager

**BY:** Fran Robustelli  
Interim City Manager

**FINANCE REVIEW:** Susan Hsieh  
Finance Director

**TITLE:** RESOLUTION of the City of San Leandro City Council to Approve Annual Renewal with Dude Solutions, Inc. for Facilities Management, Mobile 311, Parks, and Water Plan Management Software Systems for the Amount of \$93,705.12 and Appropriate \$37,399.56 from the IT Fund 688 to Account 688-13-001-5311 to cover the costs.

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WHEREAS, an invoice for the annual renewal amount from Dude Solutions, Inc. has been presented to this City Council; and

WHEREAS, the City Council is familiar with the contents thereof; and

WHEREAS, the City Manager recommends approval of said agreement; and

WHEREAS, the City Manager also recommends a one-time allocation of \$37,399.56 from the IT Fund Balance.

NOW, THEREFORE, the City of San Leandro City Council does RESOLVE as follows:

The City Manager is hereby authorized and directed, on behalf of the City Council of the City of San Leandro, to execute payment on behalf of the City, in a form approved by the City Attorney; and

That said renewal for FY 2021-2022 with Dude Solutions, Inc. in the amount of \$93,705.12 is approved; and

That the amount of \$56,305.56 (53,624.31 plus up to a 5% increase for 2021-2022, approved by the City Council on October 20, 2020) is in the FY 2021-2022 Operating Budget Account 688-13-001-5311; and

The City Manager is further authorized to approve a one-time allocation of \$37,399.56

from the IT Fund Balance to operating account 688-13-001-5311.

**Attachment(s) to Resolution**

- Dude Solutions, Inc. Invoice # INV-91271



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**Invoice**

Tax ID: 56-2174429  
 Phone: 877-639-3833 (DUDE)  
 Email: accountsreceivable@dudesolutions.com

Invoice #: INV-91271  
 Invoice Currency: USD  
 Invoice Date: 07/01/2021  
 Terms: Net 30  
 Due Date: 07/31/2021

Client ID: 2615

**Please note our new Remittance Address below.**

**Bill To:**  
**City Of San Leandro**  
 Tony Batalla  
 835 East 14th Street  
 San Leandro, CA 94577  
 United States

**Ship To:**  
**City Of San Leandro**  
 Tony Batalla  
 835 East 14th Street  
 San Leandro, CA 94577  
 United States

PO #:  
 Reference: Sourcewell Contract # 090320-SDI

Description	Start Date	End Date	Qty	Unit Price	Amount
Asset Essentials Connector Toolkit City Of San Leandro	07/01/2021	06/30/2022	1	\$5,899.40	\$5,899.40
Asset Essentials Inventory City Of San Leandro	07/01/2021	06/30/2022	1	\$4,224.55	\$4,224.55
Asset Essentials Pro City Of San Leandro	07/01/2021	06/30/2022	1	\$15,194.07	\$15,194.07
Capital Forecast City Of San Leandro	07/01/2021	06/30/2022	1	\$4,751.07	\$4,751.07
ConnectGIS City Of San Leandro	07/01/2021	06/30/2022	1	\$9,444.90	\$9,444.90
Mobile311 - up to 8 divisions City Of San Leandro	07/01/2021	06/30/2022	1	\$34,765.37	\$34,765.37
Pro Facilities/Physical Plant Module City Of San Leandro	07/01/2021	06/30/2022	1	\$6,752.81	\$6,752.81
Pro Parks, Recreation and Forestry Module City Of San Leandro	07/01/2021	06/30/2022	1	\$6,752.81	\$6,752.81
Pro Treatment Plants Module City Of San Leandro	07/01/2021	06/30/2022	1	\$5,920.14	\$5,920.14
SUBTOTAL					\$93,705.12
Sales Tax					\$0.00
TOTAL					\$93,705.12

7/6/21  
 TO: IT  
 FROM: Accounts Payable  
 PLEASE APPROVE/CODE

TOTAL APPLIED	USD 0.00
<b>TOTAL DUE</b>	<b>USD 93,705.12</b>