



Agenda Item #: \_\_\_\_\_

# Staff Report

## City of Manhattan Beach

**TO:** Honorable Mayor Ward and Members of the City Council

**THROUGH:** Geoff Dolan, City Manager

**FROM:** Bruce Moe, Finance Director  
Russell Morreale, Assistant Finance Director  
Sherry Morelan, Revenue Services Manager

**DATE:** June 6, 2006

**SUBJECT:** Award of Contract to Tyler/Eden Systems for the Purchase of a New Business License System (\$41,672.50)

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### **RECOMMENDATION:**

Staff recommends that the City Council authorize the City Manager to execute a contract with Tyler/Eden Systems (Eden) to enter into a Software License and Use Agreement for a new business license system for \$41,672.50.

### **FISCAL IMPLICATION:**

The cost of the system is \$41,672.50. The Business License software was budgeted in FY 2005-2006 for \$35,360. The additional \$6,312.50 is for the web extension which will allow us to provide access to this system over the Internet as part of our e-commerce solutions (the web extension was not available when we originally budgeted). This added cost can be absorbed within the current year Finance Department budget, therefore no additional appropriation is necessary.

### **BACKGROUND:**

The City currently has a non-integrated in-house system for processing business licenses. Our in-house system is over twenty years old, and the platform on which it resides (PICK) is virtually unsupported in the industry. The current system suffers from technology limitations, is currently not integrated with our financial management system and does not offer the potential of integrating with other vital surrounding address based systems such as building permits, Geographical Information Systems, and Utility Billing. This initiative was approved in the 2005 budget as part of the overall financial system technology plan.

### **DISCUSSION:**

This new system will be integrated into the existing Eden financial management system. This integration will allow us to automatically update budget and financial data, share information across network channels, easily create and modify management reports, and bring us closer to realizing the benefits of an enterprise wide management system. Integration affords us the opportunity to run a variety of exception reports against county and state data files which may result in enhanced enforcement, collection, and research capabilities. Certainly, striking our data records to mapping profiles within GIS will allow for a visual view of our business environment. In the short term, bringing a new business licensing system on board will do volumes to increase processing efficiency while giving us an

opportunity to modify process, forms, and reports to best suit the needs of our customers. This is not a migration, but a full conversion to a new system and data structure. This being the case, the implementation will be executed with a "Service First" attitude in mind. As an added benefit, the Business Licensing system also handles general city licensing needs and, as such, is likely to assist us in other areas including parking permits and animal licensing.

The licensing of the web enhancements will allow us to add an E-Commerce solution to business licensing in our continued effort to maximize customer service and information access.

Staff plans to implement the new business license system in fiscal year 2006-2007 in time for the next business licensing season (February 2007).