




# City of Bowie

15901 Excalibur Road  
Bowie, Maryland 20716

## MEMORANDUM

TO: City Council

FROM: Alfred D. Lott, City Manager 

SUBJECT: Waive Bidding for Annual Support Agreement for MUNIS – R-7-20

DATE: December 30, 2019

The City's current enterprise resource planning (ERP) software is MUNIS, a product of Tyler Technologies, Inc. This product has been in use since 2003 and the City is satisfied with the capabilities of the system and the support provided by Tyler Technologies, Inc. The City is dependent on use of the MUNIS software for a large portion of its governmental operations. It would be cost prohibitive and no benefit to the City to change vendors at this time.

Tyler Technologies, Inc. is the sole provider of annual support of the MUNIS product and seeking new bids would not be expected to yield better results.

In accordance with City Charter Section 62, we are requesting that Council waive bidding requirements and allow for the issuance of a Purchase Order to Tyler Technologies, Inc. in the amount of \$100,574.99. The funds for the maintenance are allocated in the FY20 budget.

I concur with the above recommendation and request your approval of R-7-20.

ADL/DH  
Attachment

**RESOLUTION**  
**OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND**  
**WAIVING THE COMPETITIVE BIDDING REQUIREMENTS OF SECTION 61**  
**“PURCHASING AND CONTRACTING” OF THE CHARTER OF THE CITY OF**  
**BOWIE AND AUTHORIZING THE CITY MANAGER TO ENTER INTO AN**  
**ANNUAL SUPPORT AND LICENSING AGREEMENT WITH TYLER**  
**TECHNOLOGIES, INC. MUNIS DIVISION, TO ENABLE THE CITY’S**  
**CONTINUED USE OF ITS ENTERPRISE RESOURCE PLANNING SOFTWARE**  
**SYSTEM**

**WHEREAS**, the Charter of the City of Bowie, Maryland (hereinafter, “the City”) requires, in section 61, that all expenditures for inter alia, materials, construction of public improvements or contractual services involving more than twenty-five thousand dollars be made by written contract upon sealed bids to the lowest responsible bidder, except where the City Council by two-thirds vote waives the bidding requirement for good cause shown; and

**WHEREAS**, by Resolution R-91-03, the City Council authorized the City Manager to enter into a competitively-bid contract with Tyler Technologies, Inc., Munis Division (“Tyler”), for certain Enterprise Resource Planning software which is currently used for financial, code enforcement, and human resources software known as “MUNIS” at a cost of more than \$300,000; and

**WHEREAS**, the MUNIS enterprise software works properly and efficiently, and City staff is satisfied with the capabilities of the system and the support provided by Tyler; and

**WHEREAS**, City government is dependent on the use of its MUNIS software for large portions of its governmental operations; and

**WHEREAS**, replacing the MUNIS software with another vendor would be cost-prohibitive and would not achieve any operational or financial benefit to the City at this time; and

**WHEREAS**, licensing and support for the MUNIS system is a sole source procurement; and

**WHEREAS**, annual maintenance for MUNIS software is \$100,574.99; and

**WHEREAS**, the proposed contract price for the services to be procured will exceed twenty-five thousand dollars and the City Council deems the aforesated economic efficiencies to constitute good cause to waive the bidding requirements otherwise required by the Charter.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Bowie, Maryland, by at least a two-thirds vote, that:

Section 1. The competitive bidding requirements of Section 61 of the Bowie City Charter are for good cause shown, hereby waived.

Section 2. The City Manager is hereby authorized to enter into an agreement with the said company for the above mentioned services.

**INTRODUCED AND PASSED** by the Council of the City of Bowie, Maryland at a meeting on January 6, 2020 by a vote of at least two-thirds of the members of the Council.

**ATTEST:**

**THE CITY OF BOWIE, MARYLAND**

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Awilda Hernandez  
City Clerk

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Timothy J. Adams  
Mayor