



MEMO

TO: President Koultourides and Members of Council

FROM: Dustin Anderson, Town Manager

SUBJECT: Change Order 002: Impact Networking

DATE: January 29, 2021

Background

The Town's current financial software is cloud-based and maintained by Central Square. The new software identified by the Clerk-Treasurer's Office will be premise-based and mounted on new servers which had to be purchased and will be maintained by Impact.

This new maintenance responsibility requires an adjustment to our monthly maintenance in our contract. This was contemplated at the time the agreement with BS&A was approved, but final amounts for Impact were estimated.

We now know that the monthly difference in our maintenance agreement will be \$714.85 which is equivalent to \$13,902.00 per month.

The proposed change order is attached for your review.

The previously agreed upon terms, conditions, and service levels will not change as a result of this change order.

Recommendation

By motion and roll-call vote authorize the Town Manager amend the contract with Impact Networking to facilitate the implementation of the BS+A financial software at an annual cost not to exceed \$13,902.00.