

FINANCE COMMITTEE

JANUARY 20, 2021

7:00 PM

To Join Zoom Meeting: <https://us02web.zoom.us/j/81843384068?pwd=a1hXNk5wK3k4N1d3NFR0L3dhVldLUT09>
Meeting ID: 818 4338 4068
Passcode: 370538

Join by telephone: 1-929-205-6099
Meeting ID: 818 4338 4068
Passcode: 370538

If there is a problem with the audio, please dial 603-821-2049 to advise.

ROLL CALL

PUBLIC COMMENT

COMMUNICATIONS

From: Kelly Parkinson, Purchasing Manager
Re: Change Order for Ammunition and Supplies

From: Kelly Parkinson, Purchasing Manager
Re: Software Maintenance in the amount of \$39,760.81 funded from account 54407 Software Maintenance

From: Kelly Parkinson, Purchasing Manager
Re: Software Maintenance in the amount of \$69,868.75 funded from account 54407 Software Maintenance

UNFINISHED BUSINESS

NEW BUSINESS – RESOLUTIONS

NEW BUSINESS – ORDINANCES

RECORD OF EXPENDITURES

GENERAL DISCUSSION

PUBLIC COMMENT

REMARKS BY THE ALDERMEN

POSSIBLE NON-PUBLIC SESSION

ADJOURNMENT

Jim Donchess

Mayor • City of Nashua

To: Finance Committee

From: Jim Donchess

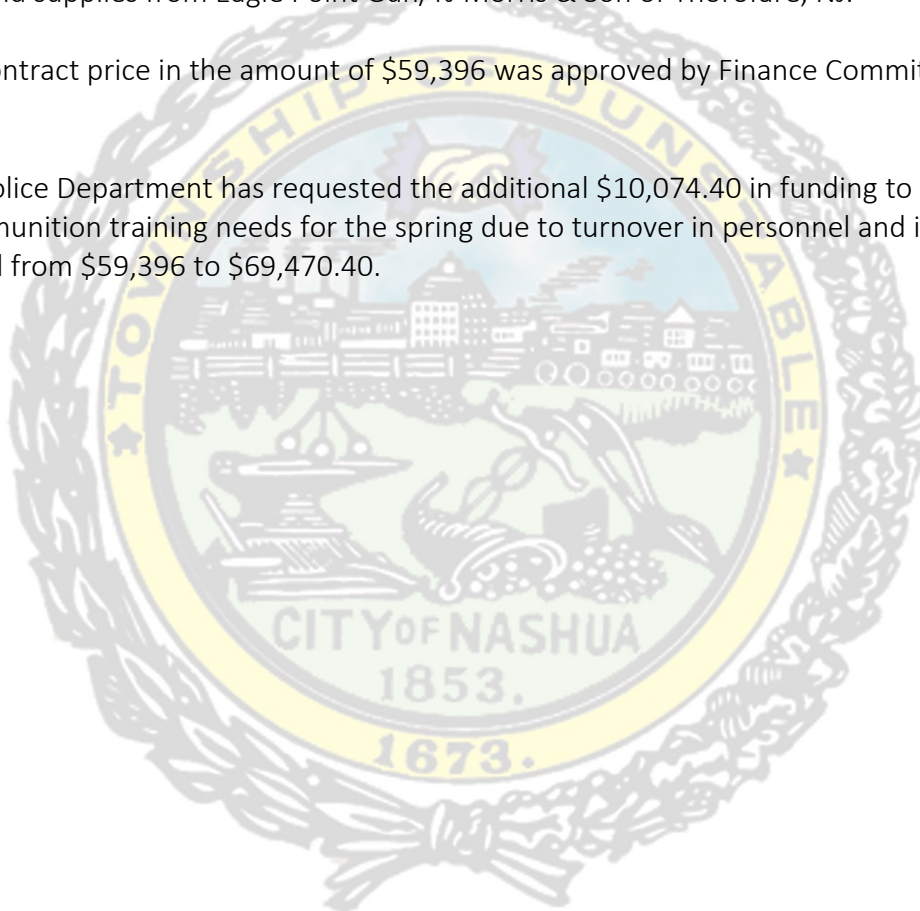
Date: 1/14/2021

Re: Change Order for Ammunition and Supplies

In accordance with O-14-011, communication of amendments to contracts, this memo is to inform the Finance Committee of a subsequent change order to the request from the Police Department for ammunition and supplies from Eagle Point Gun/TJ Morris & Son of Thorofare, NJ.

The original contract price in the amount of \$59,396 was approved by Finance Committee on July 1, 2020.

The Nashua Police Department has requested the additional \$10,074.40 in funding to cover increased ammunition training needs for the spring due to turnover in personnel and increases the approved total from \$59,396 to \$69,470.40.





THE CITY OF NASHUA

Administrative Services
Purchasing Department

"The Gate City"

January 14, 2021
Memo #21-073

TO: Mayor Donchess
Finance Committee

SUBJECT: Software Maintenance in the amount of \$39,760.81 funded from account 54407
Software Maintenance

Please see attached communications from Camille Pattison, Transportation Manager, dated December 30, 2020 for project specific details related to this purchase. Below please find a summary of the purchase approval request:

Item: Software Maintenance for Routetrip Trip Planning Software
Value: \$39,760.81
Vendor: Routematch
Department: 186 Transportation
Source Fund: 54407 Software Maintenance

Ordinance: Pursuant to [§ 5-84 Special purchase procedures](#). A/ (4) Sole-source procurements, where the proposed purchase is manufactured by only one company.

The Transportation Department, and the Purchasing Department respectfully request your approval of this contract.

Regards,

Kelly Parkinson

Purchasing Manager

Cc: S Marchant
J Graziano



City of Nashua
Community Development Division

City Hall, 229 Main Street, PO Box 2019
Nashua, New Hampshire 03061-2019
www.nashuanh.gov

Community Development	589-3095
Planning and Zoning	589-3090
Building Safety	589-3080
Code Enforcement	589-3100
Urban Programs	589-3085
Conservation Commission	589-3105
Transportation	880-0100
FAX	589-3119

Date: December 30, 2020

To: Jim Donchess, Mayor

From: Camille Pattison, Transit Administrator

Re: Finance Committee – Annual Routematch Software Payment

Nashua Transit System utilizes Routematch for our Trip Planning Software. This software is essential to the daily operations of both our demand response and fixed route service. The annual fees for 2021 include the following:

- 1) Fixed Route - \$23,473.05
 - 2) Demand Response - \$16,287.76
- Total - \$39,760.81**

**Amendment to the Software License and Services Agreement
by and between
RouteMatch Software, Inc. and City of Nashua**

This AMENDMENT (the "Amendment") is made effective as of _____, 2016 (the "Effective Date") by and between ROUTEMATCH SOFTWARE, INC., a Georgia corporation ("RouteMatch"), and City of Nashua, a New Hampshire municipal entity ("Licensee" and, collectively with RouteMatch, the "Parties").

WHEREAS, RouteMatch and Licensee initially entered into a Software License and Services Agreement (the "Agreement"), dated September 10, 2002, to govern the terms and conditions in place between the Parties;

WHEREAS, RouteMatch and Licensee subsequently entered into an Addendum to the Software License and Services Agreement for GIS Data, effective July 18, 2007 (the "GIS Resell");

WHEREAS, RouteMatch and Licensee subsequently entered into an Addendum to the Software License and Services Agreement to procure CA (Fixed Route), AVL/MDC, RMMobile, RouteShout licenses and ancillary components, effective December 31, 2015, (the "Addendum");

WHEREAS, RouteMatch and Licensee subsequently entered into an Addendum to the Addendum for the provision of Hosting Services, effective September 4, 2014 (the "Service Level Agreement");

WHEREAS, the Parties desire to amend the Agreement, GIS Resell, Addendum, and Service Level Agreement (collectively, the "Documents") in order provide more clarity in regards to ongoing fees, to the extent and pursuant to the terms and conditions set forth below.

NOW, THEREFORE, for and in consideration of the premises and mutual covenants set forth herein, and other good and valuable consideration, the receipt, adequacy, and legal sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. **Hosting and Support & Maintenance Fees.**

All amounts of Hosting and Support & Maintenance fees for all Licenses procured by the Licensee as of the Effective Date of this Amendment are hereby deleted and replaced with the values below:

City of Nashua - 2016 Remaining Recurring Fee Summary			
Invoice Date	Amount	Due Date	Description
02/01/2016	7,892.28	8/11/2016	R Support (Agreement) 04/16-01/17 **Prorated 10 Months
04/01/2016	9,254.52	8/11/2016	R Support (Addendum) 06/16-01/17 **Prorated 8 Months
Total	\$17,146.80		

City of Nashua - 2017 Recurring Fee Summary			
Invoice Date	Amount	Due Date	Description
12/01/2016	6,998.40	01/30/2017	R Hosting (Service Level Agreement) 02/17-01/18
12/01/2016	10,228.39	01/30/2017	R Support (Agreement) 02/17-01/18
12/01/2016	14,992.32	01/30/2017	R Support (Addendum) 02/17-01/18
Total	\$32,219.11		

City of Nashua - 2018 Recurring Fee Summary			
Invoice Date	Amount	Due Date	Description
12/01/2017	7,558.27	01/30/2018	R Hosting (Agreement) 02/18-01/19
12/01/2017	11,046.67	01/30/2018	R Support (Service Level Agreement) 02/18-01/19
12/01/2017	16,191.71	01/30/2018	R Support (Addendum) 02/18-01/19
Total	\$34,796.65		


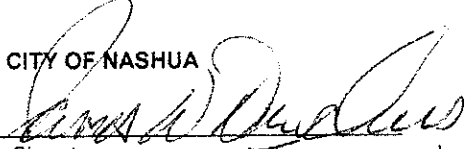
Any past due payments as of the date of this Amendment which are paid pursuant to this Amendment shall not be subject to any default, interest or penalty provisions of prior agreements between the parties.

2. **Annual Increases.**

In consideration of Licensee's full payment of all outstanding invoices prior to August 11, 2016, the annual increases for any additional Hosting or Support & maintenance fees, regardless of whether such fees arise from subsequent Terms of the fees contemplated herein or from Licensee's procurement of additional Licenses, shall be capped at eight percent (8%) per annum.

Except as explicitly modified herein, all other terms and conditions of the Documents shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties have executed this Amendment effective as of the date first above written.

<p>ROUTEMATCH SOFTWARE, INC.</p> <p> _____ Signature</p> <p><i>Richard J.</i> _____ Print Name</p> <p><i>Director of Business and Legal Affairs</i> _____ Title</p> <p><i>7/12/2016</i> _____ Date</p>	<p>CITY OF NASHUA</p> <p> _____ Signature</p> <p><i>James W.</i> James W. _____ Print Name</p> <p><i>Mayor</i> _____ Title</p> <p><i>7/27/16</i> _____ Date</p>
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THE CITY OF NASHUA

*Administrative Services
Purchasing Department*

"The Gate City"

January 14, 2021
Memo #21-074

TO: Mayor Donchess
Finance Committee

SUBJECT: Software Maintenance in the amount of \$69,868.75 funded from account 54407
Software Maintenance

Please see attached communications from Karen Smith, Business Office Manager, dated January 4, 2021 for project specific details related to this purchase. Below please find a summary of the purchase approval request:

Item: Software Maintenance for Central Square Tritech Dispatch & Record Systems Software
Value: \$69,868.75
Vendor: Central Square Technologies
Department: 150 Police Department
Source Fund: 54407 Software Maintenance

Ordinance: Pursuant to [§ 5-84 Special purchase procedures](#). A/ (4) Sole-source procurements, where the proposed purchase is manufactured by only one company.

The Police Department, and the Purchasing Department respectfully request your approval of this contract.

Regards,
Kelly Parkinson
Purchasing Manager

Cc: K Smith



Intradepartmental Communication

To: Kelly Parkinsin

From: Karen A. Smith, Business Manager

Subject: Central Square (Tritech) Public Safety Software Maintenance

The Nashua Police Department recommends renewing the maintenance for software with Central Square (Tritech Software) for the Dispatch and Records System for the twenty-one items included in the enclosed itemized invoice totaling \$69,868.75. Funding is available in the department's software maintenance budget for this purpose.

Sincerely,

A handwritten signature in black ink, appearing to read "KAS", written over a horizontal line.

Karen A. Smith
Business Manager



Invoice

Invoice No 300631	Date 12/7/2020	Page 1 of 3
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Tritech Software Systems, a CentralSquare Company
 1000 Business Center Drive
 Lake Mary, FL 32746

Billing Inquiries: Accounts.Receivable@centralsquare.com

Bill To
 Nashua Police, NH
 Peter Cinfo
 Panther Drive
 Nashua NH 03061
 United States

Ship To
 Nashua Police, NH
 Peter Cinfo
 Panther Drive
 Nashua NH 03061
 United States

Customer No	Customer Name	Customer PO #	Currency	Terms	Due Date
14570	Nashua Police, NH		USD	Net 30	1/6/2021

	Description	Units	Rate	Extended
Contract No. Q-23183				
1	Records (Pop. Based) Annual Maintenance Fee - Annual Maintenance Fee Records (Pop. Based) Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$7,806.75	\$7,806.75
2	Mobile Law/Fire Message Server Annual Maintenance Fee - Annual Maintenance Fee Mobile (Pop. Based) Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$3,549.00	\$3,549.00
3	State Interface (Pop. Based) Annual Maintenance Fee - Annual Maintenance Fee State Interface (Pop. Based) Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$5,685.75	\$5,685.75
4	Mobile / FBR Clients Annual Maintenance Fee - Annual Maintenance Fee Mobile/FBR Clients Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$9,465.75	\$9,465.75
5	Admin Clients (Pop. Based) Annual Maintenance Fee - Annual Maintenance Fee Admin (Pop. Based) Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$2,089.50	\$2,089.50
6	Detective Client (Pop. Based) Annual Maintenance Fee - Annual Maintenance Fee Detective (Pop. Based) Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$1,774.50	\$1,774.50
7	Paging First Seat Annual Maintenance Fee - Annual Maintenance Fee Paging First Seat Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$472.50	\$472.50
8	Paging Additional Seats Annual Maintenance Fee - Annual Maintenance Fee Paging Additional Seats Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$708.75	\$708.75



Invoice

Invoice No 300631	Date 12/7/2020	Page 2 of 3
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 1000 Business Center Drive
 Lake Mary, FL 32746

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Customer No	Customer Name	Customer PO #	Currency	Terms	Due Date
14570	Nashua Police, NH		USD	Net 30	1/6/2021

	Description	Units	Rate	Extended
9	Quest Annual Maintenance Fee - Annual Maintenance Fee Quest Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$1,086.75	\$1,086.75
10	Dispatch (Pop. Based) Annual Maintenance Fee - Annual Maintenance Fee Dispatch (Pop. Based) Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$10,652.25	\$10,652.25
11	Gang Module Annual Maintenance Fee - Annual Maintenance Fee Gang Module Annual Maintenance Fee Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$1,218.00	\$1,218.00
12	ANI/ALI e911 ServeR Annual Maintenance Fee - Annual Maintenance Fee E911 Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$1,086.75	\$1,086.75
13	ODBC Data Dictionary Files (DDF's) Annual Maintenance Fee - Annual Maintenance Fee DDF Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$1,176.00	\$1,176.00
14	Action Workgroup Annual Maintenance Fee - Annual Maintenance Fee Pervasive Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$5,320.00	\$5,320.00
15	Bar Coding Police Property Annual Maintenance Fee - Annual Maintenance Fee Bar Code Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$1,795.50	\$1,795.50
16	Fingerprint Interface Annual Maintenance Fee - Annual Maintenance Fee Fingerprint Interface Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$3,533.25	\$3,533.25



Invoice

Invoice No 300631	Date 12/7/2020	Page 3 of 3
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 1000 Business Center Drive
 Lake Mary, FL 32746

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Customer No	Customer Name	Customer PO #	Currency	Terms	Due Date
14570	Nashua Police, NH		USD	Net 30	1/6/2021

	Description	Units	Rate	Extended
17	Hunter Systems Booking Camera Interface Annual Maintenance F - Annual Maintenance Fee Hunter Interface Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$120.75	\$120.75
18	Cross Agency Site Data Share Annual Maintenance Fee - Annual Maintenance Fee Cross Agency Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$1,034.25	\$1,034.25
19	Law Imaging and Photo Lineup Annual Maintenance Fee - Annual Maintenance Fee Imaging Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$3,549.00	\$3,549.00
20	Mapping - Google Based Annual Maintenance Fee - Annual Maintenance Fee Mapping Google Based Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$3,008.25	\$3,008.25
21	Law Records Forms Package Annual Maintenance Fee - Annual Maintenance Fee Doc Forms/Word Interface Maintenance: Start:1/1/2021, End: 12/31/2021	1	\$4,735.50	\$4,735.50

Please include invoice number(s) on your remittance advice, made payable to Trittech Software Systems

Subtotal \$69,868.75

Tax \$0.00

ACH:
 Routing Number 121000358
 Account Number 1416612641
 E-mail payment details to: Accounts.Receivable@CentralSquare.com

Invoice Total \$69,868.75

Payments Applied \$0.00

Check:
 12709 Collection Center Drive
 Chicago, IL 60693

Balance Due \$69,868.75