

RESOLUTION NO. 18-_____

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, WAIVING SECTION 5 OF TOWN ORDINANCE 17-203; APPROVING THE AWARD OF A CONTRACT FOR AN UPGRADE TO TRAKIT 9 TO SUPERION, LLC IN AN AMOUNT NOT TO EXCEED BUDGETED FUNDS; AUTHORIZING THE TOWN MANAGER TO TAKE ALL NECESSARY STEPS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE CONTRACT; AUTHORIZING THE TOWN MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE CONTRACT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Miami Lakes (the “Town”) requires an easy-to-use system for creating, issuing, and tracking any type of community development activity for purposes of issuing permits or tracking code enforcement cases and lien letters; and

WHEREAS, the Town’s current software platform, TRAKiT.NET, is no longer supported by its developer, necessitating an upgrade to stay current; and

WHEREAS, Section 5(d) of the Town’s Procurement Ordinance 17-203 provides that the Town Manager may request authorization from the Town Council to waive the requirements of Section 5 where the Town Manager has made a written recommendation where, based on specific circumstances, it is not practical to comply with the requirements of this Section for a specific solicitation; and

WHEREAS, the Town Manager has recommended a waiver of Section 5 of Ordinance 17-203 because the acquisition, data migration, and implementation of a new system is significantly more expensive and time-consuming than upgrading the Town’s current platform; and

WHEREAS, the Town Manager recommends the approval of a contract with Superion, LLC for the acquisition and professional services required in connection with an upgrade to TRAKiT 9, the latest version of the Town's platform, in an amount not to exceed budgeted funds; and

WHEREAS, the Town Council approves the recommendations of the Town Manager and authorizes the Town Manager to enter into a contract with Superion, LLC for an upgrade to TRAKiT 9 in an amount not to exceed budgeted funds.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The foregoing Recitals are true and correct and incorporated herein by this reference.

Section 2. Waiver of Competitive Bidding. The Town Council hereby waives the requirements of Section 5 of Town Ordinance 17-203 pursuant to Subsection 5(d).

Section 3. Approval of the Contract. The Town Council hereby approves the award of a contract to Superion, LLC, in substantially the same form as attached hereto as Exhibit "A," for Custodial Services for Town Facilities in an amount not to exceed budgeted funds (hereinafter referred to as "Contract").

Section 4. Authorization of Town Officials. The Town Manager, his designee and the Town Attorney are authorized to take all steps necessary to implement the terms and conditions of the Contract.

Section 5. Authorization of Fund Expenditure. The Town Manager is authorized to expend budgeted funds to implement the terms and conditions of this Resolution and the Contract.

Section 6. **Execution of the Contract.** The Town Manager is authorized to execute the Contract with Superion, LLC in an amount not to exceed budgeted funds and to execute any extension and/or amendments to the Contract, subject to approval as to form and legality by the Town Attorney.

Section 7. **Effective Date.** This Resolution shall take effect immediately upon adoption.

THIS SPACE INTENTIONALLY LEFT BLANK

Passed and adopted this _____ day of _____, 2018.

The foregoing resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Mayor Manny Cid	_____
Vice Mayor Frank Mingo	_____
Councilmember Luis Collazo	_____
Councilmember Timothy Daubert	_____
Councilmember Ceasar Mestre	_____
Councilmember Nelson Rodriguez	_____
Councilmember Marilyn Ruano	_____

Manny Cid
MAYOR

Attest:

Gina Inguanzo
TOWN CLERK

Approved as to form and legal sufficiency:

Raul Gastesi, Jr.
Gastesi & Associates, P.A.
TOWN ATTORNEY

EXHIBIT A

Agreement
between the
Town of Miami Lakes
and
Superion, LLC
for
TRAKiT Upgrade

Add-On Quote

Quote Prepared For:

Lourdes Rodriguez, Building Permit Supervisor
Town of Miami Lakes
6601 Main Street
Miami Lakes, FL, 33014
(305) 827-4015

Date: 08/23/18

Quote Number: Q-00005348

Valid Until:

10/31/18

Quote Prepared By:

Tracy Bierman, Account Executive
Superion
1000 Business Center Dr.
Lake Mary, FL 32746
Phone: (858) 451-3030 Fax:
tracy.bierman@superion.com

Thank you for your interest in Superion and our software and services solutions. Please review the below quote and feel free to contact Tracy Bierman with any questions.

License Fees & Maintenance

Product Name	Quantity	License Fee	Maintenance
TRAKiT End User License	5	\$10,000.00	\$2,000.00
TRAKiT-Finance Web API	1	\$10,000.00	\$2,000.00
Total		\$20,000.00	\$4,000.00

Professional Services Installation & Configuration

Product Name	Amount
TRAKiT9, eTRAKiT, GIS, iTRAKiT	\$3,500.00
Total	\$3,500.00

Development & Conversion

Product Name	Amount
TRAKiT Database 2X, GeoTRAK Update, LicenseTRAK Conversion, GI	\$46,800.00
Total	\$46,800.00

Technical Services

Product Name	Amount
--------------	--------

TRAKiT Community Development Technical Services	\$2,000.00
---	------------

Total	\$2,000.00
--------------	-------------------

Consulting

Product Name	Amount
TRAKiT Community Development Consulting	\$12,160.00

Total	\$12,160.00
--------------	--------------------

Training

Product Name	Amount
TRAKiT Community Development Training	\$10,880.00

Total	\$10,880.00
--------------	--------------------

Project Management

Product Name	Amount
TRAKiT Community Development Project Management	\$8,000.00

Total	\$8,000.00
--------------	-------------------

Total Professional Services	\$83,340.00
------------------------------------	--------------------

Summary

Product/Service	Amount
License Fees	\$20,000.00
Professional Services	\$83,340.00
Subtotal	\$103,340.00

Total	\$103,340.00
--------------	---------------------

Net Maintenance	\$4,000.00
-----------------	------------

See Product notes in the Additional Information Section

Payment terms as follows, unless otherwise notated below for Special Payment Terms by Product:

License, Project Planning, Project Management, Consulting, Technical Services, Conversion, Third Party Product Software and Hardware Fees are due upon execution of this Quote. Training fees and Travel & Living expenses are due as incurred monthly. Installation is due upon completion. Custom Modifications, System Change Requests or SOW's for customization, and Third Party Product Implementation Services fees are due 50% on execution of this Quote and 50% due upon invoice, upon completion. Unless otherwise provided, other Professional Services are due monthly, as such services are delivered. Additional services, if requested, will be invoiced at then-current rates. Any shipping charges shown are estimated only and actual shipping charges will be due upon invoice, upon delivery.

Annual Subscription Fee(s): Initial annual subscription fees are due 100% on the Execution Date. The initial annual subscription term for any subscription product(s) listed above shall commence on the Execution Date of this Agreement and extend for a period of one (1) year. Thereafter, the subscription terms shall automatically renew for successive one (1) year terms, unless either party gives the other party written notice of non-renewal at least sixty (60) days prior to expiration of the then-current term. The then-current fee will be specified by Superion in an annual invoice to Customer thirty (30) days prior to the expiration of then-current annual period.

Superion Application Annual Support: Customer is committed to the initial term of Maintenance and Support Services for which the support fee is included in the License fee(s) and begins upon execution of this Quote and extends for a twelve (12) month period. Subsequent terms of support will be for twelve (12) month periods, commencing at the end of the prior support period. Support fees shown are for the second term of support for which Superion is committed and which shall be due prior to the start of that term. Fees for subsequent terms of support will be due prior to the start of each term at the then-prevailing rate. Subsequent terms will renew automatically until such time Superion receives written notice from the Customer thirty (30) days prior to the expiration of the then current term. Notification of non-renewal is required prior to the start of the renewal term. Customer will be invoiced, and payment is due, upon renewal.

Third Party Product Annual Support Fees: The support fee for the initial annual period is included in the applicable Third Party Product License fees(s) unless otherwise stated. Subsequent terms invoiced by Superion will renew automatically at then-prevailing rates until such time Superion receives written notice of non-renewal from the Customer ninety (90) days in advance of the expiration of the then-current term. Notification of non-renewal is required prior to the start of the renewal term. Customer will be invoiced, and payment is due, upon renewal. As applicable for certain Third Party Products that are invoiced directly by the third party to Customer, payment terms for any renewal term(s) of support shall be as provided by the third party to Customer.

Additional Terms:

This Quote constitutes an Amendment to the existing Agreement by and between Superion, as successors to CRW Systems, Inc., and Customer, consenting to such assignment. Except as otherwise provided herein, all terms and conditions of the existing Agreement shall remain in full force and effect.

Superion is the sole owner of the Source Code, design specifications and associated documentation herein which relate to Superion's licensed programs and which constitute the proprietary information and trade secrets of Superion and are protected under the terms of the Agreement. If applicable, any code created hereunder will be licensed to Customer under the terms of the Agreement. There is no testing and acceptance period or warranty for any product or service provided herein.

The date of delivery is the date on which Superion delivers, F.O.B. Superion's place of shipment, the Software licensed programs to Customer.

Applicable taxes are not included, and, if applicable, will be added to the amount in the payment of invoice(s) being sent separately. Travel and living expenses shall be governed by the Superion Travel and Expense Guidelines.

Third party hardware/software maintenance and/or warranty will be provided by the third party hardware and software manufacturer(s). Superion makes no representations as to expected performance, suitability, or the satisfaction of Customer's requirements with respect to the hardware or other third party products specified in this Quote. The return and refund policy of each individual third party hardware/software supplier shall apply.

This Agreement is based on the current licensing policies of each third party software manufacturer as well as all hardware manufacturers. In the event that a manufacturer changes any of these respective policies or prices, Superion reserves the right to adjust this proposal to reflect those changes.

Preprinted conditions and all other terms not included in this Quote or in the Agreement, stated on any purchase order or other document submitted hereafter by Customer are of no force or effect, and the terms and conditions of the Agreement and any amendments thereto shall control unless expressly accepted in writing by Superion to Customer.

Annual maintenance is not included in any Custom Modification fee above and is not being provided. Customer is responsible for the cost for Superion to retrofit the Modification into new releases.

Superion's liability for damages to Customer for any cause whatsoever under this Quote, regardless of the form of action, is limited to the total amount of fees paid by Customer under this Quote. In no event will Superion be liable for any consequential damages.

Superion will be covered at all times during the Term of the Agreement by such insurance as it deems adequate in its reasonable judgment, which shall in any event consist of not less than the following types and minimum amounts of coverage with a reputable insurance company(ies): (a) commercial general liability insurance covering claims for personal injury and property damage, with limits of not less than US \$1,000,000 per occurrence; (b) commercial crime coverage/fidelity bond insurance, with limits of not less than US \$1,000,000 per occurrence; (c) workers compensation coverage as required by the statutes of the jurisdiction in which the services are being performed covering all personnel employed by Superion in the performance of their duties who are required to be covered by the statutes of the applicable jurisdiction; and (d) errors and omissions insurance with a reputable insurance company, with limits of not less than US \$5,000,000 per occurrence and aggregate. Upon the reasonable request of Customer, Superion shall furnish Customer with a certificate of insurance as specified in this Agreement. Maintenance of insurance as specified in this Agreement shall in no way be interpreted as relieving or increasing Superion's responsibilities or liabilities under this Agreement; and Superion may carry, at its own expense, such additional insurance as it deems necessary, including self-insurance.

Comments:

The Town is interested in upgrading to TRAKi9 as well as adding 5 additional End User Licenses and the Financial Web API. This quote has been prepared in response to the Town's request.

Please refer to Exhibit 1 for scope of work.

Lourdes Rodriguez, Building Permit Supervisor
Town of Miami Lakes

Authorized Signature: _____

Printed Name: _____

Date: _____

Additional Information Section
Product Notes:

Exhibit 1 – Scope of Work

TRAKiT Upgrade

TRAKiT Licensing Terms

The following software is currently licensed by the Client and will be replaced during the upgrade process:

TRAKiT Software

Superion will transfer the license & maintenance from the current TRAKiT.NET product to TRAKiT. Modules currently licensed by the Client include:

- 15 End-user licenses
- GeoTRAK (formerly LandTRAK)
- PermitTRAK
- ProjectTRAK
- CodeTRAK
- LicenseTRAK
- GIS Standard Version (support for ArcGIS Server 10.1 and above only)

Superion shall provide maintenance service, technical support, and software updates. Covered software does not include hardware, hardware vendor operating systems and other system software, CLIENT-developed software, or third-party software.

eTRAKiT Software

Superion will ensure that current eTRAKiT settings are maintained and connected properly to the new TRAKiT database.

MobileTRAK Software

Superion will ensure that current MobileTRAK settings are maintained and connected properly to the new TRAKiT database. This includes migration for the following modules:

- iTRAKiT

Installation & Upgrade Assistance

Superion will migrate all Client data contained within TRAKiT and confirm that primary system functions are available. Client understands that some functions/features are different or have been removed from previous versions of TRAKiT. Installation Assistance

Superion will provide the TRAKiT 9 software and assist the City in installing it on a local server. Server must have access to the agency's TRAKiT database. Software installation will be done one (1) time and must be installed in Client's live environment. The Client will be charged for any moving and/or reinstallation of the software.

Initial installation of TRAKiT is completed into 1 pre-production environment. All configuration, training, and testing is completed in this environment. Upon go live a "testing" environment is created and the data from the new Production environment is copied over. This second environment called "test" is used for ongoing training and as a sand box for users to learn.

GeoTRAK Update Routine - Client will purchase and install 3rd party app (EmEditor) to help import and modify county provided source assessor files. Files from county, include all county data and are extremely large; EmEditor will be used to create smaller usable files from county source files. Superion will create new import package and rewrite update routine to use new assessor source data provided from county (after using EmEditor). If a scheduled job exists, it will be adjusted where necessary to use new import package. Instructions for new process will be created and provided to client.

Data Migration

Superion will migrate the Client's existing TRAKiT database into the TRAKiT 9 data structure. Price includes two (2) conversion routines:

1. Migration will occur at the initial delivery for Client testing. Any issues with migrated data must be reported to Superion at the conclusion of the initial testing period, which will be defined by the Project Schedule that will be negotiated by the City and the Superion project manager.
2. Just prior to the Go Live event. The TRAKiT database must be provided to Superion by no later than 9:00 AM PST on the scheduled conversion date.

Any alterations made to the TRAKiT database by the Client during migration will result in additional charges to correct.

Agency Responsibilities

The Agency agrees to the following:

- Fully test the system and host the site live per the project schedule that the Superion Project Manager will present/negotiate to the City.
- Client will be responsible for providing remote network access to Superion.
- Any delays in the project schedule caused by the City may result in additional charges.
- The client must track any alterations made to their production TRAKiT database while testing TRAKiT, and apply those changes (as needed) to the TRAKiT database with the guidance of Superion. Any alterations made to the TRAKiT database by the Client during migration will result in additional charges should Superion need to correct.
- Client will provide IT support, as requested by Superion, to affect changes to the client environment in support of this project.
- Any delays in the negotiated project schedule caused by the City may result in additional charges.

Report, Document, & Customization Migration

TRAKiT Reporting has been updated from Crystal Reports (SAP) to SQL Server Reporting Service (Microsoft SSRS) standards. Client understands that the format/details of the TRAKiT reports may vary from the TRAKiT.Net reports. The following custom reports, documents, forms, and customizations will be delivered as part of the upgrade. Any reports not identified on the list below will result in additional fees, if Superion needs to correct any errors

TRAKiT Standard Reports

Standard Reports are included at no cost to the client. The following list of Standard Reports are in current use by the Client and will be migrated to TRAKiT:

1. ACCT20 – Outstanding Project Fees
2. ACCT25 – Outstand Case Fees
3. ACCT30 – Payments by Record Number
4. ACCT40 – Payments by Record Number
5. ACCT45 – Payments by Account by Module
6. ACCT46 – Payments by Account by Module
7. ACCT50 – Payments by Account by Module
8. ACCT51 – Payments by Account by Module
9. ACCT65 – Fees Paid by Module by Account
10. ACCT80 – Account Activity by Module
11. ACCT90 – Payments by Account by Module
12. ACCT91 – Payments by Account by Module
13. ACCT96 – Account Activity Summary
14. ACCT97 – Payments by Cashier
15. ACCT100 – Payments by Account by Module
16. ACCT110 – Payments by Receipt Number
17. ACCT111 – Payments by Receipt Number
18. ACCT112 – Payments by Receipt Number
19. ACCT113 – Payments by Receipt Number
20. ACCT120 – Payments by Receipt Number
21. ACCT130 – Account Activity for Permits
22. ACCT131 – Account Activity by Module 23. ACCT132 – Account Activity by Module 24.
ACCT133 – Account Activity by Module
25. ACCT135 – Account Activity by Module
26. ACCT139 – Permit Payments of Selected Fee
27. ACCT140 – Account Activity by Module
28. ACCT150 – Payments by Pay Method
29. ACCT150R – Payments by Pay Method
30. ACCT151 – Payments by Pay Method
31. ACCT152 – Payments by Pay Method
32. ACCT170 – Payments by Pay Method
33. ACCT171 – Payments by Pay Method
34. ACCT180 – Payments by Receipt Number
35. ACCT185 – Refunds by Date
36. ACCT198 – Detailed Payments
37. ACCT200 – Payments by Pay Method
38. AEC10 – All Contractors – Mailing Labels

39. AEC20C – Contractor History Report
40. AEC25 – Contactor History Report
41. AEC43 – Contractors with Selected Types
42. AEC46 – Contractors with Selected Subtypes
43. AEC50 – Contractors with Permits Issued
44. AEC40 – All Contractors
45. BUS12 – All Licenses by Type
46. BUS31 – Outstanding License Fees
47. BUS55 – Payments by Pay Method
48. CODE10 – Cases Closed by Officer
49. CODE20 – Cases Opened by Officer 50. CODE21 – Cases Opened by Officer
51. CODE22 – Cases Opened by Type
52. CODE22A – Cases Closed by Type
53. CODE30 – Cases to be Followed Up
54. CODE41 – Cases Opened by Type and Status
55. CODE50 – Chronology by Officer and Action Type
56. CODE53 – Chronology by Type and Action Type
57. CODE60 – Active Cases
58. CODE63 – Active Cases
59. CODE70 – Cases Opened by Type Summary
60. CODE80 – Violation by Case Number
61. CODE90 – Violation by Violation Type
62. INSP20 – Inspections Requested (Sort)
63. INSP30 – Inspections Requested
64. INSP31 – Inspections Requested
65. INSP40 – Inspection Result Log
66. INSP50 – Inspection Result Log
67. INPS60 – Inspection Totals by Inspector
68. PERM30 – Permits About to Expire
69. PERM31 – Permits About to Expire
70. PERM33 – Permits Expiring by not Finaled
71. PERM35 – Permits About to Expire
72. PERM40 – Permits Applied with Aging
73. PERM50 – Permits Applied
74. PERM62 – Permits Applied But NOT Approved
75. PERM80 – Permits Finaled
76. PERM85 – Permits Finaled with Fees and Values
77. PERM90 – Permits Finaled
78. PERM100 – Permits Finaled with Fees and Values
79. PERM101 – Permits Finaled with Fees and Values

80. PERM110 – Permits Issued
81. PERM111 – Permits Issued – Status
82. PERM112 – Permits Issued – Prefix
83. PERM120 – Permits Issued with Contacts
84. PERM130 – Permits Issued with Fees & Values
85. PERM130FS – Permits Finaled with Fees & Values
86. PERM130S – Permits Issued with Fees & Values
87. PERM133 – Permits Issued with Fees & Values
88. PERM140 – Permits Issued with Fees Values & Addresses
89. PERM141 – Permits Issued with Fees Values & Addresses
90. PERM150 – Permits Issued – Additional Info
91. PERM160 – Permits Issued – Additional Info
92. PERM170 – Permits Issued But NOT Yet Finaled or Expired
93. PERM171 – Permits Issued But NOT Yet Finaled or Expired
94. PERM190 – Permits Issued – Summary By Type
95. PERM195 – Permits Issued – Summary By Type
96. PERM200 – Permits Issued – Summary By Values
97. PERM210 – Permits Issued – Summary By Values
98. PLAN10 – Permit Routing Report – Selected Contacts
99. PLAN13 – Outstanding Permit Reviews
100. PLAN15 – Outstanding Permit Reviews
101. PLAN40 - Plan Location Assigned but Finaled or Closed
102. PROJ10 – Projects by Status and Date
103. PROJ15 – Projects by Type and Date
104. PROJ40 – Project Detail by Planner Status and Date
105. PROJ50 – Projects with Chronology Action
106. PROJ50A – Projects with Selected Action Type – Detail
107. PROJ55 - Projects with Selected Action Type
108. PROJ60 - Projects About to Expire
109. PROJ110 – Projects Approved
110. PROJ112 – Projects Approved by Prefix
111. PROJ115 – Parent and Sub Projects
112. SYS140 – Fee Audit History
113. TIMETRAK10 – Timesheet Overview by User Name
114. TIMETRAK40 – Billable Hours by Record Number
115. TIMETRAK60 – All Postable Hours by User Name

Standard Reports Not Yet Converted – Included in Quote to be converted for the Town.

1. BUS11
2. BUS20
3. BUS32
4. BUS40
5. BUS41
6. BUS51
7. BUS90
8. GEO20
9. GEO30
10. GEO50
11. INSP81
12. ML_BUS12
13. PERM60
14. PERM61
15. PROJ50B
16. SYS141

Agency-Specific Custom Reports/Forms

1. TML_SPECIAL_MASTER_HEARING – Special Master Hearing
2. ACCT139R
3. AVG LIEN LETTER – Average length to close – LIEN LETTER – Test
4. AVG LIEN LETTER EXP – Average length to close – LIEN LETTER – EXPEDITED – Test
5. BUS11R 6. BUS12R
7. CONTRPROJ – Projects assigned to Contractors
8. CUST_LIC_ACTIVE_PENDING_BUS – Business Licenses – Active and pending
9. CUST_LIC_BTR_TOTAL_EMAIL – Business Tax Receipt with Email
10. CUST_LIC_TOTAL_EMPLOYEES – Total Number of Business and Number of Employees per Business
11. CUST_PW_NPDES_CHRONOLOGY – NPDES Chronology
12. CUST_PW_NPDES_TOTALS – NPDES Totals
13. CUST_PW_OUTSTANDING_FEES – Outstanding Fees in Project Applications Date Range
14. CUST_PW_PROJ_BY_TYPE_STATUS_PL – Projects Sorted by Type, Status or Planner
15. CUST_PZ_ACTIVE_LIENS_BUGLAR_B – Active Liens – Burglar & BTR
16. CUST_PZ_ACTIVE_LIENS_BY_TYPE – Active Liens by Type
17. CUST_PZ_INTERNAL_EXTERNAL_STAT – Internal and External Status Report
18. CUST_PZ_WEEKLY_PERFORMANCE_REP/14/14R – Weekly Performance Report – 2014, revised
19. GEO50R

20. INSP50R
21. TML_ACCT30_Surcharge
22. TML_ACCT70 – Payments (by account and fee code)
23. TML_ACCT70_CU_SE – Payments (by account and fee code)
24. TML_BTR_BATCH_INVOICE – Business Tax Receipt Invoice. – Report Only. Database modifications to be handled through ALP.
25. TML_BTR_BATCH_INVOICE_ORIGINAL – Business Tax Receipt – Report Only. Database modifications to be handled through ALP.
26. TML_DBPR_SURCHARGE – Building Permit Certification Surcharge Report
27. TML_DEPT_APP_STATUS_EXTERNAL – External Department Application Status
28. TML_DEPT_APP_STATUS_INTERNAL – Internal Department Application Status
29. TML_EXPORT_TO_MUNIS – Daily Export File to Munis
30. TML_INSP31 – Inspections Requested for Selected Inspector
31. TML_INSP60A – Inspection Totals Completed by Inspector with Daily Average
32. TML_LIEN_LETTER_LINK – Lien Letter Permit and Case Link – Report Only. No Database Changes Included.
33. TML_PERMIT_EXPIRATION – Permit about to expire letter
34. TML_PLAN12A – Permit Routing Summary (For Selected Reviewtype)
35. TML_PLAN12AR – Permit Routing Summary (For Selected Reviewtype)
36. TML_SINGLE_LIEN_LETTER_LINK – Single Lien Letter Permit and Case Link – Report Only. No Database Changes Included.
37. TML_WARNING_OF_VIOLATION – Warning of Violation

The following will not be converted to SSRS:

1. SYS80
2. SYS83
3. SYS84
4. SYS84C
5. SYS84P
6. SYS86
7. SYS88
8. TML_EXPIRED_PERMITS – Expired Permits

Agency Customizations/Enhancements

Superion will provide 10 hours to evaluate your custom scripts to determine how the standard TRAKiT software can accomplish the desired functionality. If custom development is required the Town will follow Superion's Funded Development process. The goal for TRAKiT customers is to eliminate custom development including scripting, etc. as this will allow for more streamlined support and upgrades moving forward.

User Training

Training will be conducted onsite at the Client's location.

Upfront Power User Training

- Superior will perform up to a two (2) days of onsite training at the beginning of the project.
- One trainer to accommodate up to eight (8) students.

Superior Training

- One trainer to accommodate up to eight (8) students.
- Provide all necessary training material for students.
- Training will be broken into 4 hour (half-day) segments for each class. Students must be able to attend the full training session.
- Provide three (3) full onsite days of training/go live upgrade assistance.

Client Responsibility

- Provide an adequate training space to accommodate trainees.
- Provide eight (8) workstations/laptops for each individual to be trained.
- Workstation environment must connect directly to the Client's Live/Production database.
- Students will have sufficient basic knowledge of Client's business processes and basic MS-Windows functions.
- Client will actively test all components of TRAKiT after upgrade and training is provided by Superior.

Technology Requirements

Please see TRAKiT Technical Specifications.

Technical Specifications

We recommend the following technical specifications to operate the TRAKiT solution software and interfaces. Their flexibility allows for system growth and the demands of various departments. The Agency may also choose to eliminate unnecessary hardware expenditures and have TRAKiT managed in a virtualized server environment.

Client Hardware and Software Details

Database Server

Component	Requirement
Operating System and Database Server	Microsoft Windows Server 2012 R2 and above; Microsoft SQL Server 2012, 2014 or 2016 (TRAKiT 17.2+)
CPU	2 GHz, Intel Xeon E5 (4 cores)
RAM	16 GB+
Hard Drive	100 GB+ data space

Application Server

Component	Requirement
Operating System	Microsoft Windows Server 2012 R2 and above
CPU	2 GHz, Intel Xeon E5 (4 cores)
RAM	16 GB+
Hard Drive	100 GB+ data space
Microsoft Additions	.NET Framework 4.6.1 installed
Microsoft Web Server	Microsoft IIS 7.x or later
Security	Client provided certificate for TRAKiT use of HTTPS

Network

Component	Requirement
Network Protocol	TCP/IP
CPU Minimum Speed	100 MBps minimum / 1 GB Ethernet recommended

PC/Laptops	Microsoft Windows 10; Internet Explorer 11
-------------------	--

User Workstations

Component	Requirement
Operating System	Microsoft Windows 10
CPU	2 GHz+
RAM	4 GB
Hard Drive	10 GB
Web Browsers	Internet Explorer 11, Microsoft Edge

Remote Users

Mobile Units

Component	Requirement
PDA's	Microsoft Windows Mobile v4 and above; Blackberry v4.7, Android 2.1 and above, or iPhone
Tablets	iPads that support the two most current versions of iOS
Synchronization	4 GB
Hard Drive	Wireless Access
Storage (iPad)	64 GB+
RAM (PDA)	4 GB+
Notes	If eTRAKiT is purchased, iTRAKiT services will reside on same server; otherwise iTRAKiT requires a web server with similar specs to eTRAKiT

Online Citizen Access

eTRAKiT (eGov)

Component	Requirement
Server	Microsoft Windows Server 2012 R2 and above, IIS 7.0 and above, .NET Framework 4.6.1, 32-bit enabled; web server exposed to the internet
CPU	2 GHz, Intel Xeon E5 (4 cores)

RAM	16 GB+
Web Browsers	Internet Explorer 11, Microsoft Edge, Safari 3.0 and up, Google Chrome
Architecture	ASP.NET, AJAX, and HTML
Notes	32-bit

Third-Party Software Integration

Superion can provide custom integration between TRAKiT and other third-party applications; costs are determined on a per-case basis. TRAKiT currently communicates with these third-party applications:

Plan Markup	Bluebeam Revu
Report Writing	SQL Server Reporting Services (SSRS)
GIS	Esri ArcGIS Server 10.1 and above; Esri ArcGIS Online
Office Applications	Microsoft Office 2010 or later; Microsoft Office 365
Document Management	Laserfiche; EMC AppExtender

Standard Network Diagram

Standard Network Diagram: TRAKIT 17.x or Newer

