



AGENDA STAFF REPORT

DATE: May 12, 2025

TO: Honorable Mayor and City Council

THRU: Patrick Gallegos, Interim City Manager

FROM: Alexa Smittle, Community Development Director

SUBJECT: **Amendment 2 to the Professional Services Agreement with Holistic System Integration Solutions**

SUMMARY OF REQUEST:

That the City Council adopt Resolution 7636:

1. Approving Amendment 2 to the Professional Services Agreement with Holistic System Integration Solutions, extending the term to December 31, 2025; and,
2. Directing the Interim City Manager to execute Amendment 2 on behalf of the City.

BACKGROUND AND ANALYSIS:

Holistic System Integration Solutions (Holistic) has been assisting the City of Seal Beach (City) with providing post-implementation support for Tyler Technologies' (Tyler) Enterprise Permitting and Licensing (EPL) Land Management Software System. Holistic has been instrumental in the successful launch and ongoing support of the Tyler system with services including system configuration, comprehensive testing, development of operating procedures, and provision of various remote services. Utilizing Holistic continues to ensure a smooth transition and optimal functionality of the newly implemented system. The proposed amendment will extend the term of the Agreement to December 31, 2025. No other changes to the Agreement are proposed.

ENVIRONMENTAL IMPACT:

The proposed professional services agreement amendments are exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the State CEQA Guidelines which states that CEQA only applies to projects that have potential for causing a significant effect on the environment. Approval of the Professional Services Agreement Amendment 2 will not have a significant effect on the environment.

LEGAL ANALYSIS:

This item has been reviewed and approved as to form.

FINANCIAL IMPACT:

Amendment 2 represents a time extension only, adequate funding was included in the adopted FY 2024-2025 Annual Budget.

STRATEGIC PLAN:

Implementation of a new permitting system was included in the 2021 Strategic Plan.

RECOMMENDATION:

That the City Council adopt Resolution 7636:

1. Approving Amendment 2 to the Professional Services Agreement with Holistic System Integration Solutions, extending the term to December 31, 2025; and,
2. Directing the Interim City Manager to execute Amendment 2 on behalf of the City.

SUBMITTED BY:

Alexa Smittle

Alexa Smittle, Community
Development Director

NOTED AND APPROVED:

Patrick Gallegos

Patrick Gallegos, Interim City
Manager

Prepared by: Megan Coats, Management Analyst

ATTACHMENTS:

- A. Resolution 7636
- B. Amendment 2 to the Professional Services Agreement with Holistic System Integration Solutions
- C. Amendment 1 to the Professional Services Agreement with Holistic System Integration Solutions
- D. Original Professional Services Agreement with Holistic System Integration Solutions