



MEMORANDUM

Date: March 5, 2026

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

CC: Christina Bervaldi
Director of Finance

From: David Monroe
IT Director

Subject: **File ID 26-5115 – Authorizing the purchase of renewal subscription and cloud migration services for the Community Development Advance Site SaaS from Central Square, LLC.**

Introduction

City of Key West City Commission is respectfully requested to approve the renewal and migration of the Central Square Community Development system to Central Square Cloud services in the amount not to exceed \$64,500.00. The subject software subscription and migration costs are made pursuant to City of Key West Code Section 2-797 (4) (b.). It is in the best interest of the City, as this is a migration from on-premises to cloud hosting and an upgrade to the latest release of the system.

Background

The city has successfully used the Central Square Community Development system (formerly Trakit) since 2017. Central Square offers limited updates for on-premises customers and is focusing on enhancing its cloud products with new features. The cloud services include data center failover, record attachment file versioning, Single Sign-On (SSO), an improved citizen interface (eTraKiT), and better analytics.

Procurement

Management's decision to abandon the software migration of the City's Planning, Zoning, Code Enforcement, and Building application from Community Development (formerly TraKIT) to MCCI will free up funds previously allocated to the software migration. The halt in software migration will leave an estimated \$100,000 balance, which will be used for this purchase.

Recommendation

Staff recommends that the Mayor and City Commission approve the purchase of the Community Development Advance Site SaaS Annual subscription and a cloud migration service from Central Square, LLC., at a total cost of \$64,500.00.

Attachments:

Resolution
Cover Memorandum
Procurement Memo
MSA/Fee Schedule