

Introduced by: Councilmember Small

**CITY OF TAKOMA PARK, MARYLAND**

**ORDINANCE 2023-11**

**AUTHORIZING A CONTRACT  
FOR RENTAL HOUSING LICENSING AND RENT REPORTING SOFTWARE**

WHEREAS, the Housing and Community Development Department issued a Request for Proposals on March 14, 2023 for a firm to provide software to internally manage its rental licensing and rent reporting program and to provide a streamlined and customer-friendly external facing portal for landlords and property managers to submit applications and manage their licenses online; and

WHEREAS, the Department reviewed and evaluated the four proposals received; and

WHEREAS, GovOS was found to be the most qualified respondent based on the criteria set forth in the RFP; and

WHEREAS, the cost for development and implementation of the system is \$14,900 with an annual software agreement estimated to be \$24,800 for the first year.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND, THAT:

SECTION 1 The City Manager or their designee is authorized to enter into a contract with GovOS for the purpose of providing software to manage the City’s rental licensing and rent reporting program.

SECTION 2, This Ordinance shall become effective upon adoption.

Adopted by the Council of the City of Takoma Park this 24th day of May, 2023 by roll-call vote as follows:

AYE: Searcy, Fulcher, Dyballa, Gibson, Seamens, Honzak, Small  
NAY: None  
ABSENT: None  
ABSTAIN: None