

RESOLUTION NO. 2025-089

**A RESOLUTION WAIVING THE FORMAL WRITTEN BIDDING
REQUIREMENT ON THE BASIS OF SOLE SOURCE AND APPROVING A
FIVE-YEAR SOFTWARE-AS-A-SERVICE AND SERVICES AGREEMENT
WITH EUNA SOLUTIONS, INC.**

WHEREAS, the Town of Castle Rock, Colorado (the “Town”) has identified a contractor to provide maintenance, support, and hosting services for a budgeting software subscription for a period of five years (“Services”); and

WHEREAS, the Town has determined that EUNA Solutions, Inc. (the “Contractor”) is best suited to provide the Services as the Contractor has been formally awarded a contract through a Sourcewell cooperative purchasing agreement;

WHEREAS, the Contractor meets the needs of the Town based on their functionality, pricing, and proven track record with other Colorado local governments;

WHEREAS, under the Town Purchasing Policies and Procedures, the requirement for formal written sealed bids may be waived where only one known source exists, only one single supplier can fulfill the requirements, the service is of a unique nature, the service allows for standardization with existing equipment, the Town currently has a contract in place with a contractor for similar work, or when the product or service has been formally awarded to a vendor by the State of Colorado or other cooperative purchasing group and the product meets the needs of the Town (“sole source”); and

WHEREAS, according to Section 3.02.060.A.4 of the Castle Rock Municipal Code, Town Council has the authority to waive the requirement for formal written sealed bids on the basis of sole source for the procurement of work or services in excess of \$250,000; and

WHEREAS, Town Staff recommends Town Council waive the formal written sealed bids requirement on the basis of sole source for the Project; and

WHEREAS, subject to Town Council’s approval of the sole source with the Contractor and the appropriation of sufficient funds by Town Council, the Town and the Contractor have agreed to the terms and conditions by which the Contractor will provide the Services to the Town (the “Agreement”).

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE
TOWN OF CASTLE ROCK, COLORADO AS FOLLOWS:**

Section 1. Sole Source Approval. The sole source justification form is hereby approved in the form presented at tonight’s meeting.

Section 2. Agreement Approval. The Agreement between the Town and the Contractor is hereby approved in substantially the same form as presented at tonight’s meeting,

with such technical changes, additions, modifications, deletions, or amendments as the Town Manager may approve upon consultation with the Town Attorney. The Mayor and other proper Town officials are hereby authorized to execute the Agreement and any technical amendments thereto by and on behalf of the Town.

Section 3. Encumbrance and Authorization for Payment. In order to meet the Town's financial obligations under the Agreement, the Town Council authorizes the expenditure and payment in an amount not to exceed \$164,527.00 in the first year and \$88,000.00 per year for the following four years, with a three percent annual escalator beginning in year three, unless authorized in writing by the Town.

PASSED, APPROVED AND ADOPTED this 19th day of August, 2025, by the Town Council of the Town of Castle Rock, Colorado, on first and final reading, by a vote of ____ for and ____ against.

ATTEST:

TOWN OF CASTLE ROCK

Lisa Anderson, Town Clerk

Jason Gray, Mayor

Approved as to form:

Approved as to content:

Michael J. Hyman, Town Attorney

Trish Muller, Finance Director