

**MEMORANDUM**

**TO:** Mayor Linda Gorton  
Urban County Council

**FROM:** \_\_\_\_\_  
John Howard, Acting Director  
Division of Waste Management

**DATE:** October 8, 2024

**SUBJECT:** Request Council Authorization to Execute a Software License & Support Agreement with cieTrade Systems, Inc. to Obtain User Software Licenses and Production Database Between LFUCG Material Recovery Facility (MRF) Division of Waste Management and cieTrade Systems, Inc.

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**Request:** The purpose of this memorandum is to request approval to enter into an agreement with cieTrade Systems, Inc. to purchase Software Licenses and Production Database to assist with accurately tracking revenue and tonnages of materials for both inbound and outbound loads at the Materials Recovery Facility. This agreement would allow the division to be more efficient with revenue reports to our affiliates and annual reporting requirements.

**Authorization to:** Approve purchase agreement for Software Licenses (3) Software Licenses fees \$6,250 each – Total \$18,750 Annual Support and Maintenance \$4, 128 and Production Database. This agreement shall have an Initial 60 month term for the use of licenses, maintenance and support. Upon expiration of the initial term, as long as license fees are paid in full, the agreement for continued Maintenance & Support can continue for up to an additional 24 months at the current rate. After that time cieTrade reserves the right of a rate increase up to 10% per year. If LFUCG cancels, fails to renew or fails to pay Maintenance & Support fees within 45 days after they are due cieTrade has the right to charge a \$7500 reinstatement fee to reestablish Maintenance & Support. LFUCG has a right to terminate Agreement with or without cause. If this Agreement is Terminated for any reason LFUCG will be required to pay the Licenses fees in full and be entitled to continue authorized use of the licensed program without restriction. However, cieTrade shall have no further obligation to provide any assistance or support under any circumstances.

**Why are you requesting?** For several years the MRF Division of Waste Management has been using an outdated Excel program to produce reports and track commodities. The Excel program is no longer serving it's intended purpose without extensive time of multiple staff members correcting flaws in the formulas running the program causing delays in reporting. This agreement would allow the Division to work with cieTrade to continue to improve the tracking of commodities and revenue of the MRF.



MAYOR LINDA GORTON



**LEXINGTON**

TRACEY THURMAN  
DIRECTOR  
WASTE MANAGEMENT

**Are the funds budgeted?** Yes. Account: 1115-303501-0001-71208 FY25 \$10,000  
Account: 1115-303505-3571-71299 FY25 \$21,846

**The funds are budgeted, or a budget amendment is in process:** Yes

cc: Nancy Albright, Commissioner- EQPW

