# Agenda Item Executive Summary

**AGENDA ITEM:** A Resolution Approving an Agreement between the Village of Bartlett and DACRA Adjudication Systems, LLC for Software Services.

**BOARD OR COMMITTEE:** Board

## BUDGET IMPACT

| Amount | $ 42,200.00 | Budgeted | $ 43,400.00 |
|---|---|---|---|
| **Fund: Equitable Sharing** | | **Corresponding Activity Measure: Implementing DACRA Tech Software** | |

## EXECUTIVE SUMMARY

On April 15, 2025, the Village Board approved the police department's fiscal year 2025-2026 budget, which includes the funding for DACRA Tech Software. The Police Department is requesting approval to purchase DACRA Tech, a modern citation and adjudication software platform, to replace the Village's outdated manual systems currently used to manage ordinance violations, parking, warnings, and tow reports across three counties. DACRA will streamline field operations by enabling electronic citation issuance, improve accuracy, reduce manual data entry, and consolidate functions spread across five databases. The system also supports ILETSB reporting and integrates with OpenGov and GIS, aligning with the Village's long-term technology goals. The total cost is $42,200, which includes a $5,000 setup fee and a $3,100 monthly service fee and will be funded through the Equitable Sharing Program.

## ATTACHMENTS (PLEASE LIST)

    Memorandum 25-56
    Resolution
    Exhibit A, B, & C - DACRA Tech LLC Master Software Licensing Agreement

### RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: CONTINUE TO ENHANCE AND IMPROVE EFFICIENCY OF SERVICE DELIVERY METHODS AND APPROACHES

Short Term (1-3 Years):   Routine ☒   Complex ☐

Long Term (3-5 Years):   Routine ☐   Complex ☐

## ACTION REQUESTED

☐   For Discussion Only
☒   Resolution
☐   Ordinance
☒   Motion

**MOTION: I Move to Approve Resolution 2025 - _____, A Resolution Approving an Agreement between the Village of Bartlett and DACRA Adjudication Systems, LLC for Software Services.**

Kyle Rybaski, Commander

Staff:   William Naydenoff, Acting Chief of Police          Date:   May 20, 2025

# POLICE DEPARTMENT MEMORANDUM
## 25-56


**DATE:**       May 20, 2025

**TO:**         Paula Schumacher, Village Administrator

**FROM:**       Kyle Rybaski, Commander

**RE:**         DACRA Tech Software Purchase


On April 15, 2025, the Village Board approved the police department's fiscal year 2025-2026 budget, which includes funding for DACRA Tech Software. In 2024, the Village began exploring options to modernize its local adjudication and citation management processes due to the growing inefficiencies and limitations for the existing Access-based system. The current method of manually issuing and inputting local ordinance violations, parking citations, warnings, and tow reports across Cook, DuPage, and Kane counties has resulted in a fragmented workflow that relies on handwritten citations, manual data entry, multiple databases, and outdated software. These processes are time-consuming, error-prone, and fragmented across five separate databases.

DACRA Tech is a modern electronic citation and adjudication software solution that streamlines operations by allowing officers and code enforcement personnel to issue citations digitally in the field. This eliminates the need for manual data entry, reduces errors, and ensures consistency in enforcement across departments.

While the police department currently utilizes E-Citations in DuPage and Kane Counties, officers are still required to handwrite citations in Cook County. This inconsistency adds costs for physical ticket books, increases the risk of errors, and delays court processing and the length of the traffic stop. By expanding E-Citation capabilities to Cook County through DACRA, the Village can adopt a unified system that improves efficiency, officer safety, and overall service delivery. Additionally, tow reports, local ordinance violations, and citations would be entered in real time, eliminating duplicate work and enhancing data accuracy.

DACRA will also simplify monthly reporting. Traffic citation statistics, which are currently compiled manually from four different systems, can be generated instantly within the platform, saving staff time and increasing accuracy. The system also supports compliance with Illinois Law Enforcement Training and Standards Board (ILETSB) reporting

requirements through its integrated data tools. DACRA further improves the citation process by automatically monitoring unpaid citations, escalating fines as appropriate, and offering integrated online payment tools to streamline collections and improve revenue recovery. Furthermore, DACRA aligns with the Village's broader goal of modernizing technology infrastructure by integrating with existing platforms such as OpenGov and GIS, reducing data silos and improving interdepartmental collaboration.

The total cost for DACRA is $42,200, which includes a one-time $5,000 setup fee and a $3,100 monthly service fee for the first 12 months. This expense is eligible for funding through the Equitable Sharing Program, as the software directly supports law enforcement operations by enhancing enforcement and adjudication technology. Implementing DACRA will align the Village with neighboring agencies that have already transitioned to this modern platform, allowing us to retire outdated, inefficient systems. Adopting DACRA supports professional, consistent enforcement practices and enables more responsive, efficient service to our community.

**MOTION: I Move to Approve Resolution 2025 - _____, A Resolution Approving an Agreement between the Village of Bartlett and DACRA Adjudication Systems, LLC for Software Services.**

**RESOLUTION 2025 - _____**

**A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE VILLAGE OF BARTLETT AND DACRA ADJUDICATION SYSTEMS, LLC FOR SOFTWARE SERVICES**

**BE IT RESOLVED** by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, pursuant to its home rule authority, as follows:

**SECTION ONE:** **APPROVAL.** The Dacra Tech Master Software Licensing Agreement between the Village of Bartlett and Dacra Adjudication Systems, LLC (d/b/a Dacra Tech, LLC) for software services (the "Agreement"), a copy of which is appended hereto as Exhibit A and expressly incorporated herein by this reference is hereby approved.

**SECTION TWO:** **AUTHORIZATION.** The Village President is hereby authorized and directed to sign the Agreement on behalf of the Village of Bartlett.

**SECTION THREE: WAIVER OF BIDS.** To the extent any formal competitive bidding requirements apply to the approval of the Agreement authorized by this Resolution, such competitive bidding requirements are hereby waived.

**SECTION FOUR:** **SEVERABILITY.** The various provisions of this Resolution are to be considered as severable, and if any part or portion of this Resolution shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Resolution.

**SECTION FIVE:** **REPEAL OF PRIOR RESOLUTIONS.** All prior Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

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**SECTION SIX:**     **EFFECTIVE DATE.**   This Resolution shall be in full force and effect upon passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

 

                                                _____

                                                Daniel H. Gunsteen, Village President

ATTEST:

_____

Lorna Giless, Village Clerk

## CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2025 - _____ enacted on May 20, 2025, and approved on May 20, 2025, as the same appears from the official records of the Village of Bartlett.

                                                _____

                                                Lorna Giless, Village Clerk

# EXHIBIT A

*Darca Tech Master Software Licensing Agreement*

# DACRA TECH LLC MASTER SOFTWARE LICENSING AGREEMENT

This MASTER SOFTWARE LICENSING AGREEMENT (this "**Agreement**") is dated May 20, 2025 (the "**Effective Date**") by and between Dacra Adjudication Systems, LLC d/b/a Dacra Tech, LLC, a Delaware limited liability company, ("**Dacra**"), and **Village of Bartlett** (the "**Municipality**"), and together with DACRA collectively, the "**parties**").

## RECITALS

WHEREAS, Dacra is engaged in the business of developing, managing and deploying municipal software applications, including but not limited to, a flagship citation issuance and adjudication system as well as other software tools and services including, e-Citation, Adjudication, Tow Management, and Fine Payment Processes; and

WHEREAS, the Municipality desires to utilize certain services of Dacra under the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the covenants and conditions set forth in this Agreement and in consideration for the use of the Services by the Municipality;

## AGREEMENT

1. Standard Terms and Conditions. The parties hereby incorporate by reference into this Agreement the foregoing recitals as well as the Master Terms and Conditions as set forth within **Exhibit A** (the "**Master Terms and Conditions**").

2. Services. The Municipality hereby retains certain software services from Dacra as set forth within **Exhibit B** (the "**Services**").

3. Pricing. In exchange for the use of the Services, the Municipality will be billed Fees as set forth within **Exhibit C** (the "**Fees**").

4. Term. The term of this Agreement (the "**Term**") shall be three (3) years and shall commence on the Effective Date. This Term of this Agreement shall automatically renew for successive periods of one year each at the then current pricing absent written notice by one party to the other party not less than 90 days prior to the expiration of the Term then in effect. Municipality will be notified of the then current pricing no less than 90 days prior to the expiration of the term.

5. Notices. Any notices or communications required or permitted to be given by this Agreement must be given in writing and personally delivered; or mailed by prepaid, certified mail, or courier; or transmitted by electronic mail transmission (including PDF) to whom such notice or communication is directed, to the mailing address or regularly monitored electronic mail address of such party as follows:

If to the Municipality:

Village of Bartlett
Attention: Paula Schumacher, Village Administrator
228 S. Main St.
Bartlett, IL. 60103
Email: pschumacher@bartlettil.gov

If to Dacra:

Dacra Tech, LLC
Attention: Dave Braner, CEO
450 Devon Avenue, Suite 100
Itasca, IL. 60143
Email: David.Braner@Dacratech.com

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.


**Dacra Tech, LLC**
a Delaware limited liability company



By: _____

    Name: Dave Braner

    Title: CEO of Dacra Tech

    Date:




**Village of Bartlett**
an Illinois municipal corporation



By: _____

    Name: Paula Schumacher

    Title: Village Administrator

    Date



[Signature page to Master Software Licensing Agreement]

# EXHIBIT A
## MASTER TERMS AND CONDITIONS

### A. Limited License Granted
Municipality is hereby granted during the Term of this Agreement, a nonexclusive, non-assignable, royalty free, limited license (the "**License**") to use the Services (including access to any software owned by Dacra as encompassed within the Services) solely for the Municipality's ordinance and code compliance purposes and subject to the terms of the Agreement.

### B. Third-Party Agreements
Municipality hereby agrees that it may be required to enter into one or more additional contracts at the sole expense of Municipality with one or more third-party vendors in order to use and/or maximize some features of the software provided by Dacra such as the Municipality's online payment processor, ERP system, or the Municipality's collection agency.

### C. Data
Municipality at all times will retain sole ownership of its Municipal Data. The term "**Municipal Data**" refers to all citation and hearing data collected on behalf of the Municipality with respect to the Services. Dacra at all times retains the right and license during the Term to access the Municipal Data and to grant third parties access to the Municipal Data in order to use and/or maximize some features of the software provided by Dacra such as the Municipality's online payment processor or the Municipality's collection agency.

### D. Dacra's Intellectual Property
Dacra or its licensors retain all ownership and Intellectual Property Rights in and to the Services, including any software, algorithms, programs, tools, code or instrumentalities encompassed therein in any manner and/or relating to the Services as utilized by the Municipality. Additionally, Dacra retains all ownership and Intellectual Property Rights to anything (including without limitation software and written product) delivered under the Agreement, including any future developments thereof, regardless of whether any Municipal employees or agents, had any input or in any way assisted in any such new development. Municipality hereby acknowledges that it may not:

(i) Allow access to the Services available in any manner to any third-party or for any purpose not authorized by this Agreement unless such access is expressly permitted in writing by Dacra;

(ii) Copy, reproduce, distribute, republish, download, display, post or transmit in any form or by any means, any materials provide by Dacra; and

(iii) Modify, make derivative works of, disassemble, reverse compile, or reverse engineer any part of the Services (the foregoing prohibition includes but is not limited to review of data structures or similar materials produced by programs).

As utilized herein, the phrase "**Intellectual Property Rights**" shall include, without limitation, all patent, trademark, trade secret and copyrights relating in whole or in part to the Services and whether such right arises by registration with the United States Patent & Trademark Office (the "USPTO"), through the United States Library of Congress, with any state or municipal body and/or arising by common law or statute, including without limitation the Illinois Trade Secrets Act, 765 ILCS 1065 et seq or the Defend Trade Secrets Act of 2016.

### E. Further Assurances
Municipality further agrees at any time in the future and upon request by Dacra, to execute any further documentation as may be reasonably necessary to effectuate the intent of the parties to this Agreement in

accordance with the terms of this paragraph D, including, without limitation, a future assignment of Intellectual Property Rights.

**F.     Pricing and Billing**

The Fees set forth in the Agreement will remain fixed during the Term absent a written amendment signed by the parties. Municipality agrees to pay any sales, value-added or other similar taxes imposed by applicable law that Dacra must pay based on the Services, except taxes based on Dacra's income. For any partial month during the Term, the Fees shall be prorated based on the number of days that the Services were provided for such month. Dacra may audit Municipality's use of the Services. Municipality hereby agrees to cooperate with Dacra's audit and provide reasonable assistance and access to information. All payments shall be made in accordance with, and subject to, the Illinois Local Government prompt Payment Act (50 ILCS 505/1-9).

**G. Termination**

Municipality may terminate this agreement at any time with 90 day written notice provided. Dacra may immediately suspend the License in the event: (i) Municipality fails to pay any sums due Dacra under the Agreement within ten (10) days after written notice from Dacra of the payment default, or (ii) in the event of a breach of this Agreement by Municipality which is not cured within 10 days of written notice thereof. In the event of such termination, Municipality agrees to pay all fees due Dacra which accrue or are incurred prior to the termination of the Agreement.

**H. Limitation of Liability**

TO THE EXTENT NOT PROHIBITED BY LAW, DACRA HEREBY DISCLAIMS ALL EXPRESS AND IMPLIED WARRANTIES, WITHOUT LIMITATION, THE IMPLIED WARRANTY OF MERCHANTABILITY AND IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE. NEITHER PARTY SHALL BE LIABLE HEREUNDER FOR ANY INCIDENTAL, SPECIAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES, OR ANY LOSS OF REVENUE, OR PROFITS.

**I.  Other**

(i)     Nothing contained in this Agreement shall be construed as creating a joint venture, partnership, or employment relationship between the parties, nor shall either party have the right, power, or authority to create any obligation or duty, express or implied, on behalf of the other.

(ii)     Upon the full execution of this Agreement, all prior agreements, if any, shall terminate and be of no further force and effect, and shall be superseded and replaced in their entirety by this Agreement.

(iii)     Dacra may assign this Agreement by providing written notice of the assignee who will assume Dacra's obligations under this Agreement.  Municipality may not assign this Agreement without Dacra's prior written consent, which may be withheld in the sole discretion of Dacra.

(iv)     Municipality shall obtain at its sole expense any rights and consents from third-parties necessary for Dacra and its subcontractors to perform the Services under the Agreement.

(v)     The Agreement is governed by the substantive and procedural laws of Illinois. All disputes shall be resolved solely in the Circuit Court of DuPage County, Illinois.

(vi)     Except for actions for nonpayment or breach of Dacra's proprietary rights, no action, regardless of form, arising out of or relating to the Agreement may be brought by either

party more than two years after the cause of action has accrued.

(vii) Neither party to this Agreement shall be responsible for failure or delay of performance if caused by: an act of war, hostility, pandemic, or sabotage; act of God; electrical, internet, or telecommunication outage that is not caused by the obligated party; government restrictions (including the denial or cancellation of any export or other license); other event outside the reasonable control of the obligated party.

(viii) This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original, and each of which together shall constitute a single instrument. Copies of this Agreement (as well as any documents related to this Agreement) signed and transmitted by a party by electronic transmission shall be deemed for all purposes as containing the original signature of the transmitting party and legally binding upon such transmitting party.

(ix) Dacra may publish that the Municipality utilizes one or more Services of Dacra.

### J. Maintenance and Support

Dacra shall provide the following maintenance and support as a component of the Services using guidelines, structures, and materials meeting the following criteria:

(i) Training. As part of the start-up and implementation phase of the delivered Services, all users will be trained on the use of the Services through a combination of in-person and/or webinars and recorded training video sessions for all users not able to participate in the initial training sessions. Additional training provided beyond the start-up phase will be quoted and agreed to in writing.

(ii) Support. Dacra shall provide access to live support to a designated user of Municipality available via e-mail or phone during Dacra's normal business hours. The Dacra support team will be fluent in the functionality of the system.

(iii) Exclusions. Dacra updates the Service on an as needed basis from time-to-time to implement bug fixes, if any, and enhanced functionality to the existing Service such as additional reporting and enhanced user interface. Notwithstanding the forgoing, all provision and maintenance of hardware and software, including but not limited to laptop computers, desktop computers, printers, modems & routers and software to operate the hardware such as operating systems, and browsers [Google Chrome, Microsoft Edge, IOS] necessary to run the Service, are the sole cost and responsibility of Municipality.

### K. Service Performance Guarantees.

(i) Availability Requirements. DacraTech shall make the Services Available, as measured over the course of each calendar month, during the Term (each such calendar month, a **"Service Period"),** at least 99.9% of the time, excluding only the time the Services are not Available solely, as a result of one or more the Exceptions stated in Section 11.2 **("Availability Requirement").** **"Available"** means the Services are available and operable for access and use by Client and its Authorized Users over the internet in full conformity with the provisions of this Agreement. **"Availability"** has a correlative meaning. The Services are not considered Available in the event of any performance degradation or inoperability of the Services, in whole or in part.

(ii) Exceptions. No period of Services degradation or inoperability is included in calculating Availability to the extent that the degradation or inoperability is because of any of the following **("Exceptions"):**

a. Client's or any of its Authorized Users' misuse of the Services
b. Failure of Client's or its Authorized Users' internet connectivity.
c. Internet or other network traffic problems other than problems arising in or from networks actually or required to be provided or controlled by DacraTech.
d. Client's or any of its Authorized Users' failure to meet any minimum hardware or software requirements stated in the Specifications; or
e. Scheduled Downtime as described in Section (ii) below.

(iii) Scheduled Downtime. DacraTech shall notify Client at least twenty-four (24) hours in advance of all scheduled outages of the Services in whole or in part **("Scheduled Downtime").** All scheduled outages shall: (i) last no longer than 30 minutes; and (ii) be scheduled by agreement of the parties; provided that DacraTech may request Client's approval for extensions of Scheduled Downtime, which approval may not be unreasonably withheld or delayed.

## L. Insurance Requirements
Dacra shall maintain during the entire term of the Contract, the following insurance coverages:

(i) Commercial General Liability: $1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. The general aggregate shall be $2,000,000 per project.

(ii) Professional Liability: $1,000,000 single limit for errors and omissions, professional / malpractice liability.

(iii) Worker's Compensation and Employers' Liability: As required by Illinois law.

(iv) Umbrella Liability: $1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage.

# EXHIBIT B

## SERVICES REQUESTED BY MUNICIPALITY

The Dacra Services included in this Agreement, and which will be deployed to the Municipality with the functionality stated hereunder are as follows:

## DACRA MUNICIPAL ENFORCEMENT SYSTEM FEATURES – January 2025

### Dacra Municipal Enforcement System Architecture and Security

- Architecture/Hardware
  - .NET stack with SQL back end separated from the front end via entity framework services
  - Web-based platform that works with modern hardware, with Chromium engine
  - JSON APIs available as well as numerous government and public safety software system integrations
  - For handheld ticketing, iPads preferred for efficient printing
  - Compatible with either 4" or 8 ½" Printers

- Security
  - Dacra is hosted in Azure Government Cloud, a restricted cloud dedicated to government services.
  - Criminal Justice Information Services (CJIS) compliant software
  - Two factor authentication (2FA) and Single Sign On (SSO) authentication capable
  - Department/personnel roles isolate secure data to authorized users
  - Extensive citation auditing features track changes to citations

### Adjudication/Violation Hearing Module

- **Municipal Enforcement Citation Tools:** Create local ordinance administrative adjudication cases easily with features customized for the following:
  - *Parking Citations* – Multiple methods to efficiently manage parking citation issuance and adjudication
  - *Animal Citations* – Track animal specific information and ensure follow-up findings and order compliance
  - *Compliance Citations* – Department specific ordinance citations for police, building code, fire inspections, etc.
  - *Tow Citations* – Ensure administrative tow/impound hearings comply with local ordinance and state statutes
  - Per violation features include correspondence creation, digital evidence storage, and tracking
  - Custom per violation fines and fees

- **Hearing Management Tools:** Efficiently manage multi-department notices and hearings with features such as:
  - Multiple Hearing Locations and Times
  - Hearing Notices and Summons variable by issuing department
  - Comprehensive hearing check-in processing
  - Case-based Violations and Hearing Officer Tools for Case Review
  - Findings, Decisions, and Orders Issued with Custom Language
  - Final Determination Letters Issued with Custom Language
  - Batch Process for "Default No-Show" rulings
  - Batch Process management of notices

- **Fine Tracking and Payment Tools:** Dacra automatically monitors unpaid citations and escalates fines accordingly, while offering a variety of fine payment tools such as:
  - Complex Fine Structure Tracking
  - Partial Payment Capability
  - Daily Cashier Reporting

- **Data Reporting and Analysis:**
  - Robust library of pre-built reports prepared to help manage administrative processes and system analysis.
  - Extensive search capabilities provide complex, multi-rule data searches for comprehensive reporting/analysis.

# Police e-Citation Module

- **State e-Citations:**
  - Issue and print statutorily compliant citations:
    - Electronic Uniform Traffic Citation
    - Electronic AOIC Overweight Citation
    - Electronic Civil Law Citation
    - Cook County "Y" Citation Format
    - Compliant with Administrative Office of Illinois Courts standards
  - Electronic County Citation Transmittal for select counties
  - Custom transmittal forms for multiple circuit court systems

- **Municipal e-Citations:**
  - Issue and print local ordinance citations in the following categories:
    - *Parking Citations* – Multiple methods to speed parking citation issuance
    - *Animal Citations* – Track animal specific information and ensure follow-up findings and order compliance
    - *Compliance Citations* – Police specific ordinance citations with follow-up findings and order compliance
    - *Tow Citations* – Issue administrative tow seizure and hearing notices

- **Additional Citation Features:**
  - **Integration options available for person/vehicle data population**
  - One click "companion" violations with case grouping features
  - Dacra's "3-Click Ticketing" issued via handheld devices
  - Agency defined, mandatory field completion reduces human error
  - Dacra's "Easy Search" statute and ordinance lookup functionality
  - Citation level digital evidence/record storage
  - Extensive citation data analytics with location/offender mapping capabilities

- **Traffic Stop Study (TSS) and Pedestrian Stop Study (PSS) Data Collection:**
  - Easily collect required traffic stop data to reduce entry time and generate reports for uploading.
  - Generate a pedestrian stop receipts as required by the state of Illinois.

- **Violator History:**
  - Citation and warning history summary displayed to issuing officer.

- **Officer Docs:**
  - Create and print single-use documents needed for the police patrol environment.
  - Stored in the digital evidence module when created in conjunction with a citation.

# Building Code Notice & Summons Module

- **Building Code Notice and Summons Creation:**
  - PIN database lookup for quick citation population
  - Multi-PIN association for citations and case tracking
  - Department specific summons and notices
  - Agency defined mandatory field completion to reduce human error
  - Dacra's "Easy Search" statute and ordinance lookup functionality

- **Building Code Case Management:**
  - One click "companion" violations with case grouping features
  - Citation Grouping for citation creation and hearing management
  - Citation level digital evidence/record storage
  - Extensive citation data analytics with location/offender mapping capabilities

# Towed/Abandoned Vehicle Management Module

- **Abandoned Vehicle Management:**
  - Identify abandoned vehicles and create case
  - Issue required notices and follow-up reports
  - Prevents duplicate reports from being issued
  - Follow-up abandoned vehicle tracking report

- **Towed Vehicle Management:**
  - **Police Tow and Impound Inventory Management:** Creates and processes tow receipts, vehicle search record, concerned party notices, tow yard inventory audit logs, and Certificates of Purchase management.
  - **Administrative Tow Citation Integration:** Dacra unifies tow inventory and violation data from initial seizure/administrative tow issuance, through holds, bond payments, and hearings, ensuring violator due process while reducing department risk.
  - **Tow Holds:** A variety of tow "holds" can be applied to a vehicle, restricting the release of that vehicle until the investigative, insurance, DUI and other such holds are removed.

- **Boot/Scofflaw Management Program:**
  - Issue "Boot Eligible" notices per local ordinance
  - Bypass rules to add associated vehicles to boot list
  - Track "Boot Ready" parking scofflaws via "Boot Lists by Plate" and "Boot Lists By Vin"
  - Integrations available with certain ALPR and Boot vendors

## DacraTech Web Pay Services

- **DacraTech's Online Web Pay Services**
  - Full credit card processing services
  - Citation payments sent immediately to municipal account
  - Custom city labeling of a website link to the Dacra Web Pay portal
  - Citation number and plate search functionality to accurately identify outstanding citations.
  - Accurate, up to the minute fine and fee verification and validation
  - Batch payment functionality
  - Partial payment functionality
  - Automated docket/citation fine payment updating

## System Configurations

- **System Set-Up, Configuration:** Dacra assists with project management expertise to guide communities through what might otherwise be a complicated process. Typical installations are targeted for a smooth transition from contract to Go-Live in 120 days.

- **Dacra User Training:** Dacra system training is provided through virtual training and comprehensive online learning tools.

- **"Sandbox" Training Site License:** Dacra provides a free 4-month training "sandbox" to give ample time to bring staff up to speed on the operational capacity of the Dacra Municipal Enforcement System. This sandbox will be a duplicate of your actual system, with sample data populated for use. Extended Sandbox licensing available for an additional fee.

## Driver & Vehicle Owner Data Imports

- **LEADS Citation Auto-Population Integration:** Dacra can integrate with many CAD vendors to utilize your agency LEADS authorization and allow citation auto-population of driver and vehicle data from the Dacra LEADS queue.

## EXHIBIT C
## FEES PAID BY MUNICIPALITY

In exchange for the use of the Dacra Services included in **Exhibit B**, Municipality will pay Fees including a Monthly Service Fee, and applicable Integration Fee(s) hereunder as follows:

A. Implementation Fee: The Municipality will be billed an up-front cost of $5,000 for the Dacra System Setup, Configuration, and Initial Training upon Effective Date of the agreement.

B. Monthly Service Fee: The Municipality will be billed a Monthly Service Fee calculated by totaling the 1) Monthly Licensing Fee for the modules licensed, and the 2) Monthly Usage Fee for citations issued that month:

| Monthly Service Fee = Monthly Licensing Fee + Monthly Usage Fee | Monthly Service Fee |
|---|---|
| **1) Monthly Licensing Fee** | |
|   -   Year 1: Go Live Date – April 30th, 2026 | $3,000 |
|   -   Year 2: May 1st, 2026 – April 30th, 2027 | $3,000 |
|   -   Year 3: May 1st, 2027 – April 30th, 2028 | $3,000 |
| | |
| **2) Monthly Usage Fee** – Calculated by totaling fees for citations issued that month: | |
|   -   Adjudication Citations Issued That Month –500 included at no cost | $3 each |
|   -   State Citations Issued That Month –500 included at no cost | $3 each |

C. Integration Fee(s): In exchange for development, configuration, and maintenance of the custom APIs and interfaces defined in **Exhibit B**, the Municipality will be billed upon Effective Data of the agreement, with annual maintenance billed in conjunction with the next agreement execution anniversary:

| Additional Fee Description | Monthly Fee |
|---|---|
| Dacra's standard Hexagon CAD interface to transfer driver/vehicle data | $100 |
| Use of DACRA APIs for Data Transfer | Waived |

D. WebPay Service: This convenience feature allows violators the option to pay fines directly via the city website, linked to the DacraTech online portal. When used, the violator pays the credit card company's bank fees (currently 1.95%) plus a convenience fee to Dacra of $3.95 per transaction.