



BEAUMONT
 550 E. 6th Street
 Phone (951) 572-3236
 BeaumontCa.gov

Sole or Single Source Justification Form

**Please note this is for non-public works projects only*

SSJ #: 2026-2

Date: 02/09/2026

Requesting Department: Administrative Services

Submitted by: Darron Usher

Subject: Single Source for Business License Software with HDL

The information below is provided in support of my department requesting approval for a Sole/Single Source Justification. The submittal of this form does not guarantee that this SSJ will be approved.

1. Vendor Being Requested:
2. Single Source or Sole Source
3. Have you previously requested and received approval for a Sole or Single Source request for this vendor for your department? (If yes, please provide the approved sole or single source number).

YES SSJ# _____ NO
- 3a. Was the request previously approved for a different project?

YES NO
4. Supply/Service being requested: Business License Software
5. Unique features of the Supply/service being requested from this vendor? *(What are some features of this vendor that makes them unique/different then other vendors alike? Why is this considered a single or Sole source?)*

HdL offers a proprietary cloud-based business license management platform that is uniquely designed for local governments and fully customized to the City's operational and financial systems. The software provides secure cloud hosting, automated system updates, daily data backups, and PCI-compliant payment processing for online credit card and eCheck transactions. Unlike other vendors, HdL's Prime Cloud Software Suite integrates seamlessly with the City's existing workflows and financial reporting, allowing for accurate data management, streamlined license renewals, and real-time compliance tracking.



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HdL is considered a single-source provider because it has supported the City’s business license program for nearly twenty years and maintains a robust historical database essential to daily operations. Transitioning to another vendor would require a complete system overhaul, including data migration, report redevelopment, and staff retraining—resulting in significant cost, risk, and operational downtime. HdL’s proven track record, proprietary technology, and in-depth understanding of the City’s processes make it the only vendor capable of delivering uninterrupted, reliable service while preserving the integrity and continuity of critical business license data.

- Reasons why my department requires those unique features from the vendor and how will this benefit the city? (*How does this vendor’s uniqueness benefit the city or department?*)

HdL’s Prime Cloud Software Suite offers unique, proprietary features that are fully integrated with the City’s existing financial and operational systems, allowing seamless business license management, compliance tracking, and secure online payment processing. The system’s cloud-based platform provides automated updates, daily data backups, and PCI-compliant payment functionality that ensures reliability and compliance with state and local reporting standards. Over the past twenty years, HdL has developed extensive institutional knowledge and a comprehensive database tailored specifically to the City’s workflows, enabling staff to efficiently manage licenses, reporting, and customer service without disruption.

Maintaining HdL as the City’s vendor preserves system continuity, safeguards data integrity, and avoids the significant time and cost associated with transitioning to a new provider. These unique capabilities enhance operational efficiency, improve customer service for local businesses, and ensure the City’s ongoing compliance and fiscal accountability. In doing so, HdL’s continued partnership directly supports the City’s goals of maintaining efficient business operations and fostering a supportive environment for economic growth.

- Period of Performance: From: October 27, 2025 to October 26, 2028
Please note the period of performance is the length of the contract, received proposal and the effective and expiration date of this SSJ.

- Identify all costs for this requested purchase. If approval is for multiple years, then identify costs per Fiscal year.

Description	Amount for FY26
Personnel	
Operating Expenses	\$9,500
Other costs:	
Costs for Years 2 and 3	\$19,000

