



October 12, 2021

Prepared for:
Bryson Frazier
Galveston Park Board of Trustees
601 Tremont
Galveston TX 77550

AGREEMENT

Galveston.com will customize its DestinationNext™ Hotel Occupancy Tax software to feature new capabilities outlined below:

Annual Registration Fee

- Convert the process for the one-time registration fee to annual billing.
 - o Track current/delinquent status for each property
 - o Create process in backend Admin portal for Park Board staff to initiate billing for each new year.
 - o Create email reminders for new billing periods, unpaid reminders, delinquent reminders, and/or other notices as requested by staff.
 - o Update/create reports in Admin portal for staff to view current registration statuses and corresponding excel downloads of results.
- Create interstitial “verification” page in which users must confirm the information in the DestinationNext HOT system is accurate for each property before annual payment can be completed.
- Create “guest mode” to allow users to pay their annual registration fee without creating a username/account within the DestinationNext HOT system.

Duplicate Properties / Housekeeping

- CAD Property ID will be used as internal common identifier
- GVR Number will be used as external (3rd party) common identifier

(Duplicate Properties / Housekeeping cont'd)

- Create process to match existing properties with CAD address
 - o Automate as much as possible, ie:
 - Updating all drives/lanes/avenues/streets, etc
 - Fixing common misspelled street names – E Beach Dr, Kennedy, De Vaca
 - o Work with staff to correct further mismatches
 - Fix transpositions and typos with street numbers and unit numbers – 4107 vs 4017
 - Research and fix incorrect entries – especially unit numbers
 - o Create reports for duplicate properties
 - Work with staff to manage deletion or other process

The one-time cost for these updates will be \$9,500. 50% will be due upon the acceptance of this agreement, and 50% will be due upon completion.

The target date for completion is November 30, 2021.

The monthly license fee for the software will increase to \$500 per month upon completion.

The license fee will continue on a month-to-month basis.

All content (including, but not limited to html, graphics, pictures, colors, and code) that make up DestinationNext™ (“work”), are considered proprietary to the DestinationNext™ software, and will remain the property of Galveston.com.

Client data (including, but not limited to names, addresses, emails, and other contact information) entered into DestinationNext™ by staff or users, will remain the property of the Park Board of Trustees.

Agreed to by:

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Date