



CONTRACT FACE SHEET

- Document Type:
- Contract
 - MOU
 - Interlocal agreement
 - Notice of Acceptance
 - Retainage
 - Franchise Agreement
 - Right of Way Use Agreement
 - Lien
 - Correspondence
 - Collective Bargaining Agreement
- Status
- New
 - Amendment
 - Change Order
 - Renewal #1
 - Cancellation

*Vendor Name: Sarasota County Government

*JDE PO Number: 550704-001

*Effective Date: 01.01.2008

*Termination Date: 12.31.2008

*Clerk's Receiving Number: 42600

Related Receiving Number: 39037 (06-145)

Bid/RFP/RFQ/ITQ Number: /

Ordinance Number: /

Resolution Number: 7266 10.17.2005

CIP Number: G-59

Project Name: GovMax Budget Development Syst

Site Name: /

Vendor Number: 78220

File Location: 08.291

* Denotes Mandatory Fields. If referring to Retainage, please indicate the Termination Date same as the Contract Termination Date.

FIN/PS

Face Sheet Date 04.11.2008 C

Scan Date 4/16/08

Index Date 4/16/08 MT

City of
Bellevue



Post Office Box 90012 • Bellevue, Washington • 98009 9012

42600 04.16.08 08.291
Res 9266

Date: December 10, 2007

Mr. James Ferguson, General Manager
Sarasota County Government
1600 Ringling Boulevard
Sarasota, Florida 34236

Re: Renewal of Hosted Application Service Agreement between Sarasota County and
City of Bellevue

Dear Mr. Ferguson:

This letter confirms City of Bellevue's desire to renew the above mentioned agreement between Sarasota County and City of Bellevue. The current agreement period is 1/5/2006 – 1/4/2008 with the option of two (2) renewal periods of one (1) year each. This would be the first renewal option to extend the agreement. The renewal of the agreement is expected to continue with the same terms and conditions set forth in the current agreement.

Please return a copy of the signed renewal agreement. If you have any questions or require additional information, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Jonathan Swift", written over a large, stylized flourish.

Jonathan Swift
Budget Manager

Hosted Application Service Agreement Renewal

Page Two

Date

The Hosting Agreement Renewal will be effective when it has been signed by the appropriate authorized agents. The signatures below constitute acceptance of the renewal.



Name Jan Hawn
Finance Director
Bellevue, WA

Date: 12/11/07

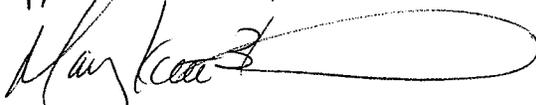
Approved
Not Approved



Name James Ferguson
General Manager
Sarasota County Authorized
Agent

Date: 1/10/08

Approved
Not Approved

Approved as to form:

Dep. City Attorney

ORIGINAL

CITY OF BELLEVUE, WASHINGTON

RESOLUTION NO. 7266

A RESOLUTION authorizing the City Manager or his designee to execute, on behalf of the City, a contract with Sarasota County, Florida, in an amount not to exceed a total of \$124,000 over four years plus a one time interface cost not to exceed \$38,000, for the implementation of GovMax as Bellevue's Budget Development System.

THE CITY COUNCIL OF THE CITY OF BELLEVUE, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The City Manager or his designee is hereby authorized to execute, on behalf of the City, a contract with Sarasota County, Florida, in an amount not to exceed a total of \$124,000 over four years plus a one time interface cost not to exceed \$38,000, for the implementation of GovMax as Bellevue's Budget Development System, a copy of which contract has been given Clerk's Receiving No. 39037.

Passed by the City Council this 17th day of October, 2005, and signed in authentication of its passage this 17th day of October, 2005.

(SEAL)

Connie B. Marshall
Connie B. Marshall, Mayor

Attest:

Myrna L. Basich
Myrna L. Basich, City Clerk

CITY COUNCIL AGENDA MEMORANDUM

SUBJECT

Resolution No. 7266, authorizing execution of a contract with Sarasota County, Florida for the implementation of GovMax as Bellevue's budget development system.

FISCAL IMPACT

This Resolution authorizes the City Manager to enter into an agreement with Sarasota County for \$25,000 in the first year, with optional renewals increasing at the rate of inflation for an additional three years. In addition, this action allows for a maximum of \$20,000 in additional functional customizations. Total contract authorization requested is \$124,000.

System interfaces between GovMax and JD Edwards are estimated at \$38,000. These interfaces will be performed through an existing contract with AMX, Bellevue's JD Edwards implementer.

Funding for this contract was budgeted and is available in the Finance and Human Resources System Replacement Project.

STAFF CONTACT

Jan Hawn, 452-6846
Jonathan Swift, 452-7863

POLICY CONSIDERATION

Approval of this Resolution provides for the implementation of an automated budgeting system which, consistent with the goals of the Finance and Human Resources Replacement Project, is expected to provide for additional administrative efficiencies.

BACKGROUND

At the September 12, 2005 Council Study Session, staff provided an overview of the purpose and advantages of purchasing the GovMax budgeting system from Sarasota County, Florida. Council requested additional information, including examples of Council relevant reports that the GovMax system could provide. This information was provided at the October 3, 2005 Council Study Session.

A budget development system serves as a planning tool that stores background financial data in detail and is designed to support an iterative planning process, compiling changes

in the budget from the initial request through various stages of departmental, budget office, City Manager, Council review and approval and into the adopted budget. The benefits of a strong budget system include automating manual processes, improving data collection and workflow, strengthening analysis capabilities, and reducing error checking, data entry and re-keying, thus allowing additional time for budget analysis.

The City purchased the JDE OneWorld system with the understanding that JDE did not provide a governmental budget development module and would not meet the City's requirements. A cross-departmental team worked for several months to develop a recommendation for changes to Bellevue's current budget system. Staff determined that while several budget planning systems existed, these systems were embedded in proprietary software and would require the City to purchase a new accounting system. Staff identified one low cost alternative, GovMax, that would require minimal set-up and operational costs.

The GovMax budget solution integrates operating, capital, and performance budgeting into a single environment which will allow for the automation of a variety of manual processes. The selection process used meets the City Code and contracting policies.

The following table compares some of the anticipated efficiency gains of GovMax to the system used to prepare the 2005-2006 Budget (Current Budget Tool).

<u>Current Budget Tool</u>	<u>GovMax</u>
Staff had to use multiple programs & spreadsheets for budget development.	Staff will use one integrated system.
Staff had to manually extract program information from multiple sources.	Staff will be able to flag fields and create the ability to print reports showing program information.
Staff spent significant hours inputting data into redundant systems and error-checking data.	Data will be fully integrated into one system and the need for this level of error-checking will be significantly reduced.
Budget document was produced from multiple sources (Word, Excel, JDE, etc.).	Staff will produce most of the budget document directly from GovMax.

EFFECTIVE DATE

If adopted by Council, this Resolution becomes effective immediately.

OPTIONS

1. Adopt Resolution No. 7266, authorizing execution of a contract with Sarasota County, Florida for the implementation of GovMax as Bellevue's budget development system.
2. Provide alternative direction to staff.

RECOMMENDATION

Adopt Resolution No. 7266, authorizing execution of a contract with Sarasota County, Florida for the implementation of GovMax as Bellevue's budget development system.

MOTION

Move to adopt Resolution No. 7266, authorizing execution of a contract with Sarasota County, Florida for the implementation of GovMax as Bellevue's budget development System.



City of Bellevue
 Finance Department - Contracting Services
 450 110th Ave. NE. Bellevue, WA 98004

Contract Routing Form

Current Contract Information:

Contract Title: GovMax Budget Development System	Department: Finance
Contract Description: Amendment #1	Contract Manager: Jonathan Swift
Total Contract Value: \$80,002.13	Contract Type: Professional Service
This Amendment Value: \$26,252.13	Contract Form: Standard COB document with no changes
	Budget Expenditure: Expenditure Contract - Sufficient Funds

Vendor Information:

Is this a new vendor? No	Tax ID #: N/A
Vendor Name: Sarasota County Government	COB License #: N/A
JDE Vendor Number: 78220	UBI #: N/A
Is this vendor an independent contractor? Yes	Contractor's License #: N/A

Contract Terms:

Original Effective Date: 12/23/2005 **End Date:** 12/31/2008 **Subject To:** One 1-year renewal

Related Contract Information:

Is this an amendment/change order/renewal? Yes

Amendment #: 1	Original Contract Value: \$53,750.00
Amendment Effective Date: 1/1/2008	Total value of Previous Change Orders: \$0.00
Original PO #: 550704	

Council Approval:

Does this contract require council approval? No R/72600 10.17.2005

Route:

	<u>In</u>	<u>Out</u>
Contracting Services: <u>John Lee</u>	<u>4/2/08</u>	<u>4/2/08</u>
Information Technology: Not Required		
Legal: <u>Mark K...</u>	<u>4/2/08</u>	<u>4/8/08</u>
Insurance Reviewed By: <u>N/A - JRS</u>	<u>4/2/08</u>	<u>4/2/08</u>
Department Director: <u>Jonathan Swift</u>	<u>4/13/08</u>	<u>4/13/08</u>
Contracting Services: <u>John Lee</u>	<u>4/14/08</u>	<u>4/14/08</u>
Return To: Jonathan Swift		
City Clerk's Office: <u>Chaugen</u>	<u>04.15.08</u>	<u>04.16.08</u>

Budget Information:

Line #	Description	GL Date	Account #	Subtotal	Tax	Total
1	2008 Budget	01/01/2008	957680001.541100.9418	\$26,252.13	No	\$26,252.13

Additional Comments:

This contract was a two year agreement with an option to renew for 2 periods of 1 year each. This amendment is the first option to renew for 1/1/08 - 12/31/08.

CONTRACT REVIEW CRITERIA

Contract Title: GovMax Budget Development System **Vendor Name:** Sarasota County Government

Dept. Contracting Services

- a) Does the Contract Routing/Approval Form and Contract have consistent information?
- b) Is the Contract Type and template appropriate for the services performed?
- c) Are the contract values (i.e aggregate values, yearly budget totals, taxable amounts, acct. numbers, etc.) accurate?
- d) Is the JDE vendor name and number accurate?
- e) Does the Contractor have a Bellevue Business License? If not, date Tax Office was notified? _____.
- f) Do the Contract Start/End Dates comply with current policies (maximum 4 years unless exception noted)?
- g) Is this an amendment or renewal? If so, are the original contract #'s and values indicated?
- h) Has the Selection Method been explained in Additional Comments? Are results attached? *on original*
- i) Is there an ordinance/resolution/motion for this contract? If so, is date and # noted? Is copy attached?
- j) Does the contractor meet requirements of the Independent Contractor Threshold question?
- k) Is Attachment "A" (Scope of Work and/or Services) attached? *on original*
- l) Is Attachment "B" (Insurance Requirements) attached?
- m) Are any additional riders required? If so, which one's? _____.
- n) Does Insurer have a Best rating of A- or better?
- o) Is the Contractor identified as the insured?
- p) Does the Contractor have Commercial General Liability, Business Auto Liability, Worker's Compensation, and Employer's Liability/Stop Gap and special coverages as required?
- q) Are the policy expiration date(s) on the Certificate of Insurance current?
- r) Does the Contractor have a self-insured retention? Is it above \$50,000?
- s) Is the City listed as the Certificate Holder?
- t) Does the cancellation wording provide the City with 30 days notice?
- u) Is the Certificate signed?
- v) Is the City of Bellevue (& contracting partners) listed as an additional insured on the Certificate of Insurance? Is the additional insured status primary and non-contributory?
- N/A* w) Is the contract exempt from paying Prevailing Wages? If not, are current Wage Rates attached in Attachment "C"?
- N/A* x) Does the Contractor have an open account with the Washington State Department of Revenue?
- N/A* y) Are the Contractor's worker's compensation premiums current?
- N/A* z) Is the Contractor on the Federal Debarred Suspended List?
- N/A* aa) Does the vendor have an active Professional/Contractor License with the Washington State Department of Licensing?

insurance not equal N/A

RISK MANAGEMENT:

- Are the Insurance Requirements (Attachment B) appropriate for Scope of Work?
- Does the Contractor's Certificate of Insurance comply with the requirements?
- Are there any Limitations of Liability clauses or other risk transfer language problems that shift risk back to the City?
- Does the Hold Harmless clause include language referencing Title 51 releases?