



# City of Grand Island

Tuesday, August 9, 2016

Council Session

## Item G-5

**#2016-184 - Approving Annual Agreement for Financial Software Licensing and Support**

Staff Contact: Renae Griffiths, Finance Director

# Council Agenda Memo

**From:** Renae Griffiths, Finance Director

**Meeting:** August 9, 2016

**Subject:** Approving Annual Agreement for Financial Software Licensing and Support

**Presenter(s):** Renae Griffiths, Finance Director

## Background

On July 10, 2001, Council approved the purchase and implementation of Tyler Technologies' MUNIS integrated financial software system for the City of Grand Island. This financial software continues to provide the City of Grand Island excellent service and support for financial information. Each year in order to receive software upgrades and technical assistance from Tyler Technologies; it is necessary to enter into an annual Support Agreement.

## Discussion

The total cost for the period of 9/14/2016 to 9/13/2017 is \$152,888.09. This includes system support and licensing updates for: Tyler System Management Services Support \$29,977.62, MUNIS Module Support and Update Licensing \$119,910.47, and Graphic User Interface (GUI) Support \$3,000.

The Tyler System Management Services Support provides service to the Information Technology department on system backup and recovery assistance, file permissions and security, system tools and user guides of each module, assistance on upgrades for each database as well as services for free on-site system server transfers.

Munis Module Support and Update Licensing include support and licensing for City staff to use the following accounting programs. Payroll, Human Resource Management, Project Accounting, Requisitions/Purchase Orders, Accounts Payable, General Ledger, Budget, General Billing, Accounts Receivable, Special Assessments, Fixed Assets, Laserfiche, Crystal Reports. Employee Self Service and Munis Office.

The laserfiche feature enables viewing of on-line accounts payable invoices, checks written, purchase orders, and secured employee direct deposit stubs.

Crystal Reports is a report writing system that extracts data from each accounting module table to produce user defined reports.

The Employee Self-Service module allows employees to have on-line access to pay history, W-2 information, leave balances, and make changes to their personal information such as addresses, phone numbers, dependents and emergency contacts. Employee Self-Service is also used annually for on-line cafeteria benefit deductions and has allowed the City to implement on-line employee absence approvals that flow directly into bi-weekly payroll batch processing.

Munis Office connects Microsoft Office products Excel and Word to each accounting program.

The Graphic User Interface (GUI) Support is the interface that creates the screens and user “look” to the database that holds information. Users can individualize the look and feel of each of their module screens showing different information in different ways.

### **Alternatives**

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Approve the 2016-2017 Contract with Tyler Technologies, Inc for software support and licensing.
2. Postpone the issue to a future meeting.
3. Take no action.

### **Recommendation**

City Administration recommends that the Council approve the 2016-2017 Annual Financial Support Agreement with Tyler Technologies, Inc. in the amount of \$152,888.09.

### **Sample Motion**

Move to approve the Annual Financial Support Agreement with Tyler Technologies, Inc.



**Remittance**  
 Tyler Technologies, Inc.  
 (FEIN 75-2303920)  
 P.O. Box 203556  
 Dallas, TX 75320-3556

**THIS IS NOT AN INVOICE  
 PROFORMA**

**Empowering people who serve the public®**

**Questions**

Tyler Technologies - ERP & Schools  
 Phone: 1-800-772-2260 Press 2, then 1  
 Fax: 1-866-673-3274  
 Email: ar@tylertech.com

Company	Order No.	Date	Page
045	81608	07/06/2016	1 of 2

To: CITY OF GRAND ISLAND  
 ATTN: WILLIAM CLINGMAN  
 PO BOX 1968  
 GRAND ISLAND, NE 68802

Ship To: CITY OF GRAND ISLAND  
 ATTN: WILLIAM CLINGMAN  
 PO BOX 1968  
 GRAND ISLAND, NE 68802

Customer Grp/No.	Customer PO#	Payment Terms	Currency Code	Ship Via	Salesperson Cd
1 1181		Net 30	USD	MISC	

No.	Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
Contract No.: GRAND ISLAND, NE								
1	Renewal: MUNSUPPORT-F-GL SUPPORT & UPDATE LICENSING - ACCTG/GL/BUDGET/AP <b>Maintenance Plan: ; Start: 09/14/2016, End: 09/13/2017; Term: 12 months</b>	No	1	1	EA	32,252.08	.00	32,252.08
2	Renewal: MUNSUPPORT-F-AR SUPPORT & UPDATE LICENSING - ACCOUNTS RECEIVABLE <b>Maintenance Plan: ; Start: 09/14/2016, End: 09/13/2017; Term: 12 months</b>	No	1	1	EA	8,796.39	.00	8,796.39
3	Renewal: MUNSUPPORT-D-ESS SUPPORT & UPDATE LICENSING - EMPLOYEE SELF SERVICE <b>Maintenance Plan: ; Start: 09/14/2016, End: 09/13/2017; Term: 12 months</b>	No	1	1	EA	4,398.21	.00	4,398.21
4	Renewal: MUNSUPPORT-F-FA SUPPORT & UPDATE LICENSING - FIXED ASSETS <b>Maintenance Plan: ; Start: 09/14/2016, End: 09/13/2017; Term: 12 months</b>	No	1	1	EA	9,675.49	.00	9,675.49
5	Renewal: MUNSUPPORT-F-GB SUPPORT & UPDATE LICENSING - GENERAL BILLING <b>Maintenance Plan: ; Start: 09/14/2016, End: 09/13/2017; Term: 12 months</b>	No	1	1	EA	4,104.72	.00	4,104.72
6	Renewal: MUNSUPPORT-D-HR SUPPORT & UPDATE LICENSING - HUMAN RESOURCES MANAGEMENT <b>Maintenance Plan: ; Start: 09/14/2016, End: 09/13/2017; Term: 12 months</b>	No	1	1	EA	5,864.26	.00	5,864.26
7	Renewal: MUNSCRYW-F SUPPORT & UPDATE LICENSING - CRYSTAL REPORTS <b>Maintenance Plan: ; Start: 09/14/2016, End: 09/13/2017; Term: 12 months</b>	No	1	1	EA	8,145.10	.00	8,145.10
8	Renewal: MUNSUPPORT-F-OFF SUPPORT & UPDATE LICENSING - MUNIS OFFICE <b>Maintenance Plan: ; Start: 09/14/2016, End: 09/13/2017; Term: 12 months</b>	No	1	1	EA	6,449.88	.00	6,449.88
9	Renewal: MUNSUPPORT-D-PR SUPPORT & UPDATE LICENSING - PAYROLL <b>Maintenance Plan: ; Start: 09/14/2016, End: 09/13/2017; Term: 12 months</b>	No	1	1	EA	9,675.49	.00	9,675.49



**Remittance**  
 Tyler Technologies, Inc.  
 (FEIN 75-2303920)  
 P.O. Box 203556  
 Dallas, TX 75320-3556

**THIS IS NOT AN INVOICE  
 PROFORMA**

**Empowering people who serve the public®**

**Questions**  
 Tyler Technologies - ERP & Schools  
 Phone: 1-800-772-2260 Press 2, then 1  
 Fax: 1-866-673-3274  
 Email: ar@tylertech.com

Company	Order No.	Date	Page
045	81608	07/06/2016	2 of 2

No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
10 Renewal: MUNSUPPORT-F-PA SUPPORT & UPDATE LICENSING - PROJECT ACCOUNTING Maintenance Plan: ; Start: 09/14/2016, End: 09/13/2017; Term: 12 months	No	1	1	EA	7,095.82	.00	7,095.82
11 Renewal: MUNSUPPORT-F-PO SUPPORT & UPDATE LICENSING - PURCHASE ORDERS Maintenance Plan: ; Start: 09/14/2016, End: 09/13/2017; Term: 12 months	No	1	1	EA	9,675.49	.00	9,675.49
12 Renewal: MUNSUPPORT-F-REQ SUPPORT & UPDATE LICENSING - REQUISITIONS Maintenance Plan: ; Start: 09/14/2016, End: 09/13/2017; Term: 12 months	No	1	1	EA	6,772.85	.00	6,772.85
13 Renewal: MUNSUPPORT-D-TIMEKEE SUPPORT & UPDATE LICENSING - TIMEKEEPING INTERFACE Maintenance Plan: ; Start: 09/14/2016, End: 09/13/2017; Term: 12 months	No	1	1	EA	0.00	.00	0.00
14 Renewal: MUNFM-SUP-F TYLER FORM PROCESSING SUPPORT Maintenance Plan: ; Start: 09/14/2016, End: 09/13/2017; Term: 12 months :	No	1	1	EA	4,072.56	.00	4,072.56
15 Renewal: MUNSUPPORT-D-UBSA SUPPORT & UPDATE LICENSING - UB SPECIAL ASSESSMENTS Maintenance Plan: ; Start: 09/14/2016, End: 09/13/2017; Term: 12 months	No	1	1	EA	2,932.13	.00	2,932.13

Does not include any applicable taxes

Order Total: **119,910.47**

We would like to continue on the current maintenance plan

- Our Purchase Order is enclosed
- Our Purchase Order is \_\_\_\_\_.
- Purchase Order is not required to be invoiced

**AN INVOICE WILL BE SENT AFTER CONFIRMATION OF ORDER**

Comments:



**Remittance**  
 Tyler Technologies, Inc.  
 (FEIN 75-2303920)  
 P.O. Box 203556  
 Dallas, TX 75320-3556

**THIS IS NOT AN INVOICE  
 PROFORMA**

**Empowering people who serve the public®**

Company	Order No.	Date	Page
045	81609	07/06/2016	1 of 1

**Questions**  
 Tyler Technologies - ERP & Schools  
 Phone: 1-800-772-2260 Press 2, then 1  
 Fax: 1-866-673-3274  
 Email: ar@tylertech.com

To: CITY OF GRAND ISLAND  
 ATTN: WILLIAM CLINGMAN  
 PO BOX 1968  
 GRAND ISLAND, NE 68802

Ship To: CITY OF GRAND ISLAND  
 ATTN: WILLIAM CLINGMAN  
 PO BOX 1968  
 GRAND ISLAND, NE 68802

Customer Grp/No.	Customer PO#	Payment Terms	Currency Code	Ship Via	Salesperson Cd
1 1181		Net 30	USD	MISC	

No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
Contract No.: GRAND ISLAND, NE							
1 Renewal: MUNGUI GUI SUPPORT Maintenance Plan: ; Start: 09/14/2016, End: 09/13/2017; Term: 12 months	No	1	50	EA	60.00	.00	3,000.00

Does not include any applicable taxes

Order Total: 3,000.00

We would like to continue on the current maintenance plan

- Our Purchase Order is enclosed
- Our Purchase Order is \_\_\_\_\_.
- Purchase Order is not required to be invoiced

**AN INVOICE WILL BE SENT AFTER CONFIRMATION OF ORDER**

Comments:



**Remittance:**  
 Tyler Technologies, Inc.  
 (FEIN 75-2303920)  
 P.O. Box 203556  
 Dallas, TX 75320-3556

# Invoice

Invoice No	Date	Page
045-166425	08/01/2016	1 of 1

Empowering people who serve the public®

**Questions:**

Tyler Technologies - ERP & Schools  
 Phone: 1-800-772-2260 Press 2, then 1  
 Fax: 1-866-673-3274  
 Email: ar@tylertech.com



Bill To: CITY OF GRAND ISLAND  
 ATTN: WILLIAM CLINGMAN  
 PO BOX 1968  
 GRAND ISLAND, NE 68802

Ship To: CITY OF GRAND ISLAND  
 ATTN: WILLIAM CLINGMAN  
 PO BOX 1968  
 GRAND ISLAND, NE 68802

Customer No.	Ord No	PO Number	Currency	Terms	Due Date
1181	81610		USD	NET30	08/31/2016

Date	Description	Units	Rate	Extended Price
Contract No.: GRAND ISLAND, NE				
	TYLER SYSTEM MANAGEMENT SERVICES SUPPORT	1	29,977.62	29,977.62
	Maintenance: Start: 14/Sep/2016, End: 13/Sep/2017			

**\*\*ATTENTION\*\***  
 Order your checks and forms from  
 Tyler Business Forms at 877-749-2090 or  
 tylerbusinessforms.com to guarantee  
 100% compliance with your software.

Subtotal	29,977.62
Sales Tax	0.00
Invoice Total	29,977.62

RESOLUTION 2016-184

WHEREAS, on July 10, 2001, by Resolution 2001-180, the City of Grand Island approved the proposal of Process, Inc., d/b/a Munis, to implement new accounting software with an integrated financial program; and

WHEREAS, in order to receive continued upgrades and technical assistance from the company, it is necessary to enter into an annual Financial Support Agreement; and

WHEREAS, the cost for the period of September 14, 2016 to September 13, 2017 for Tyler System Management Services Support is \$29,977.62; and

WHEREAS, the cost for the period of September 14, 2016 to September 13, 2017 for Munis Module support and update licensing is \$119,910.47; and

WHEREAS, the cost for the period of September 14, 2016 to September 13, 2017 for Graphic User Interface (GUI) support is \$3,000.00; and

WHEREAS, the proposed agreement has been reviewed and approved by the City Attorney's office.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that the annual Financial Support Agreement by and between the City and Tyler Technologies, Inc. for the amount of \$152,888.09 is hereby approved.

BE IT FURTHER RESOLVED, that the mayor is hereby authorized and directed to execute such agreements on behalf of the City of Grand Island.

- - -

Adopted by the City Council of the City of Grand Island, Nebraska, August 9, 2016.

\_\_\_\_\_  
Jeremy L. Jensen, Mayor

Attest:

\_\_\_\_\_  
RaNae Edwards, City Clerk

Approved as to Form	☐ _____
August 5, 2016	☐ City Attorney