

Request for Legislative Action

Res. #20694

Sponsor: Charlie Franklin

Date: June 14, 2021

Completed by County Counselor's Office

Action Requested:	Resolution	Res.Ord No.:	20694
Sponsor(s):	Charlie Franklin	Legislature Meeting Date:	6/14/2021

Introduction

Action Items: ['Authorize']

Project/Title:

Request to execute an agreement with Qwestica, Inc of 603 Michigan Drive, Unit 1 Oakville, ON L6L 0G2 to add more user licenses for our budget software, as a sole source.

Request Summary

In 2009, we contracted with Mitchell Humphrey for a budget module at a cost of \$45,000, and then contracted for maintenance on 15 licenses directly with Qwestica, Mitchell Humphrey 's sub and the module's developer.

The Finance Department (Budget Office) would like to obtain 50 more licenses for Qwestica Budget, which is the county's budgeting software. These additional licenses will allow a department's fiscal agent to create their budget request with detailed line-item descriptions, and the department directors' approval of the request, directly in the software. They will also have access to/and be able to run reports to analyze their spending levels against their budget plan throughout the year and see any changes in real-time.

Our current process has inefficiencies with efforts being duplicated between the budget office and the departments. Utilizing the additional licenses will streamline the process, reduce the number of "touches", thus reducing possible typos and errors, and increase the quality budget requests.

These software licenses can only be provided from this vendor. We were able to obtain a 50% discount on the one-time cost for the licenses. The only year-over-year increase will be to the maintenance.

Contact Information

Department:	Finance	Submitted Date:	4/21/2021
Name:	Mark Lang	Email:	MLang@jacksongov.org
Title:	Budget Administrator	Phone:	816-881-3851

Budget Information

Amount authorized by this legislation this fiscal year:	\$37,407
Amount previously authorized this fiscal year:	\$ 0
Total amount authorized after this legislative action:	\$37,407

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Is it transferring fund?			No
Single Source Funding:			
Fund:	Department:	Line Item Account:	Amount:
001 (General Fund)	1401 (Budget Office)	56661 (Software Purchases)	\$37,407

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Prior Legislation	
Prior Ordinances	
Ordinance:	Ordinance date:
Prior Resolution	
Resolution:	Resolution date:
17436	December 6, 2010
15550	June 27, 2005

Purchasing	
Does this RLA include the purchase or lease of supplies, materials, equipment or services?	Yes
Chapter 10 Justification:	Sole Source
Core 4 Tax Clearance Completed:	Not Applicable
Certificate of Foreign Corporation Received:	Yes
Have all required attachments been included in this RLA?	Yes

Compliance	
Certificate of Compliance	
In Compliance	
Minority, Women and Veteran Owned Business Program	
Goals Not Applicable for following reason:	
MBE:	.00%
WBE:	.00%
VBE:	.00%
Prevailing Wage	

Fiscal Information	
<ul style="list-style-type: none"> There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered. 	

Request for Legislative Action

History

Mark Lang at 4/21/2021 1:58:58 PM - [Submitted |]
Department Director: Bob Crutsinger at 4/21/2021 4:32:21 PM - [Approved |]
Finance (Purchasing): Barbara J. Casamento at 4/22/2021 10:44:10 AM - [Approved | Questica, Inc.603 Michigan Drive, Unit 1Oakville, ON L6L 0G2]
Audit: Jaime Guillen at 4/22/2021 11:17:12 AM - [Returned for more information | Vendor needs to apply for a Certificate of Compliance. Please contact Compliance Review Office.]
Submitter: Mark Lang at 5/11/2021 9:53:15 AM - [Submitted | Questica has now submitted the compliance application and has been approved.]
Department Director: Bob Crutsinger at 5/11/2021 12:06:43 PM - [Approved |]
Finance (Purchasing): Barbara J. Casamento at 5/11/2021 2:27:04 PM - [Approved |]
Audit: Katie M. Bartle at 5/11/2021 4:48:23 PM - [Approved | eRLA 56]
Finance (Budget): Mark Lang at 5/12/2021 9:55:09 AM - [Approved | Fiscal Note has been attached.]
Executive: Troy Schulte at 5/12/2021 11:21:12 AM - [Approved |]
Legal: Elizabeth Freeland at 5/18/2021 11:06:52 AM - [Returned for more information | Needs more information on Questica and previous contracts/cost/etc. per Jay's email]
Submitter: Mark Lang at 5/19/2021 3:47:36 PM - [Submitted | updated per email.]
Department Director: Bob Crutsinger at 5/19/2021 4:43:43 PM - [Approved |]
Finance (Purchasing): Barbara J. Casamento at 5/20/2021 9:17:45 AM - [Approved |]
Audit: Katie M. Bartle at 5/20/2021 9:25:54 AM - [Approved |]
Finance (Budget): Mark Lang at 5/20/2021 9:41:26 AM - [Approved |]
Executive: Troy Schulte at 5/20/2021 10:13:20 AM - [Approved |]
Legal: Elizabeth Freeland at 6/2/2021 10:48:12 AM - [Returned for more information | R 15550 needs to be listed as previous legislation. Thanks!]
Submitter: Mark Lang at 6/2/2021 11:47:02 AM - [Submitted | Resolution 15550 from 6/27/2005 has been added.]
Department Director: Bob Crutsinger at 6/2/2021 12:02:50 PM - [Returned for more information | Per our conversation, please add the supporting documentation related to the date extension for the price quote. Thanks!]
Submitter: Mark Lang at 6/2/2021 12:18:15 PM - [Submitted | Updated Price Quote attached. The 50% discount will be good through 6/18/21.]
Department Director: Bob Crutsinger at 6/2/2021 2:46:08 PM - [Returned for more information | Per our conversation, I am returning this item because the updated documentation for the price quote date extension is still not attached to the eRLA.]
Submitter: Mark Lang at 6/2/2021 3:59:06 PM - [Submitted | attached]
Department Director: Bob Crutsinger at 6/2/2021 4:27:22 PM - [Returned for more information | The quote with the extended quote date is still not properly attaching to the eRLA.]
Submitter: Anne E. Collier at 6/2/2021 4:58:52 PM - [Submitted | Attached additional file that would not send for Mark in an attempt to diagnose the problem.]
Department Director: Bob Crutsinger at 6/3/2021 8:10:56 AM - [Approved |]
Finance (Purchasing): Barbara J. Casamento at 6/3/2021 1:28:09 PM - [Approved |]
Audit: Katie M. Bartle at 6/3/2021 2:37:44 PM - [Approved |]
Finance (Budget): Mark Lang at 6/4/2021 9:28:36 AM - [Approved |]
Executive: Troy Schulte at 6/4/2021 9:59:21 AM - [Approved |]
Legal: Elizabeth Freeland at 6/9/2021 11:22:46 AM - [Approved |]

Fiscal Note:

This expenditure was included in the Annual Budget.

PC# 140121001 000

Date: May 12, 2021

RES # 20694
eRLA ID #: 56

Org Code/Description Object Code/Description Not to Exceed

001 General Fund

1401 Budget Office 56661 Software Purchases \$ 37,407

APPROVED
By Mark Lang at 9:52 am, May 12, 2021

\$ 37,407

Budget Office



DEPARTMENT OF FINANCE AND PURCHASING

Jackson County Courthouse
415 East 12th Street, Room 105
Kansas City, Missouri 64106
jacksongov.org

To: Barbara Casamento, Purchasing Administrator

From: Mark Lang, Budget Administrator

Date: April 21, 2021

Subject: RLA to approve additional software licenses and maintenance from Questica, Inc. for 2021 as a sole source.

Questica Budget is Jackson County's provider for budget software and maintenance that integrates with the County's current financial system, FMS. The County has been using this provider since approximately 2012. This software is used in operating and personnel budget planning, analysis, customized reporting, and creation of the budget book by the Budget Office, which is a wing of the Finance Department.

Its multi-user capabilities will allow us to expand licenses to one fiscal agent and the director in each department for a streamlined process. Expanding the usage of the software to the departments, will also increase transparency and give the user (departments) more of a firsthand knowledge of their budgets at any given time. I am requesting this as a sole source, because these licenses can only be provided by this vendor.

Frank White, Jr., County Executive



Price Quote - License

Prepared for

Mark Lang
Jackson County

By

Todd Coulombe
Questica Ltd.

April 21, 2021

Quote/Estimate for Licenses & Services

Quotation ID#: 03122021 Rev V4 April 21, 2021

Requirement:

45 additional Operating Licenses.

5 additional Personnel Licenses.

Licenses can be reconfigured between these two modules in a one time move when requested.

Description:

Forty-Five (45) Operating Licenses plus Annual Maintenance and Support.

Five (5) Personnel Licenses plus Annual Maintenance and Support.

Limitations:

Anything not explicitly mentioned in the above specification cannot be assumed as part of the work to be performed.

Fixed Price Items

Description	Qty	Total
Operating License Seats	45	\$44,887.50
Salaries License Seats	5	\$4,987.50
Capital License Seats	0	\$0.00

Incremental Software:	(one-time fee)	\$ 49,875.00
Incremental Annual Maintenance & Support		\$12,468.75
Discount		(-\$24,937.50)
	Total Fixed Price:	\$ 37,406.25

Pricing Notes

Quotation ID#: 03122021 Rev V4 **April 21, 2021**

- Pricing valid through: June 18, 2021
- Above pricing in USD dollars
- Applicable Taxes Extra
- Fixed Price Items:
 - Terms of Payment:
 - Software License
 - To be charged in full on the Quote Acceptance Date
 - Annual Maintenance/Software Subscription (including annual maintenance, support, and hosting services):
 - Year 1 to be charged on a pro-rated basis based on time from Quote Acceptance Date to the anniversary date of the master agreement, due on Quote Acceptance Date.
 - Year 2 to be added to the already existing annual maintenance/subscription fee, subject to any applicable annual increases, and due in full on the existing Contract Renewal Date and annually thereafter.



General Terms and Conditions

ID: 03122021 April 21, 2021

General Terms and Information:

Terms of Service: The services and any related software are provided under the original license and/or service and/or subscription agreement which is hereby deemed to be fully incorporated into this Quotation.

Taxes: The pricing on this Quotation is exclusive of all sales, use or other taxes, customs duties and similar levies, if any, payable in or to any jurisdiction or authority whatsoever. Such taxes (other than the taxes on the net income of Questica) shall be the responsibility of the Customer.

Payment: Payment is required in the currency noted. Unless detailed otherwise in this Quotation, terms are net-30 days from the later of a) the date of receipt of invoice, or b) the invoice date.

Customer Responsibility: Efforts detailed in this Quotation are presented as a solution to a business issue you have described to us. It is based on our understanding of the business issue and may or may not address all of your concerns. It is your responsibility to review and understand this solution, what it includes and what it does not, and ensure it is suitable for your needs.

Acceptance of Custom Work: This Quotation may include the scoping, designing and development of product customization, custom reporting, data import services or technical assistance as detailed in this Quotation and/or in an attached scope of work. Within fifteen (15) business days from the completion and delivery of each individual custom work, the Customer/Licensee shall, in its sole discretion, review the product customization and notify Questica whether it finds the customization satisfactory or unsatisfactory. If it is determined that the customization is unsatisfactory, then it shall state in writing the reasons for its determination, including identifying any nonconformance with the Licensee's specifications or expectations. Questica will promptly correct the deficiencies and reinstall the customization, and the approval procedure shall be reapplied until Licensee finally declares the customization satisfactory. In the absence of a written response within 15 business days after the delivery of the customization or once the Licensee has declared the customization satisfactory, the customization shall be considered 'accepted'.

Limited Warranty: Questica provides a limited warranty on custom reporting and product customizations for a period of six months from the 'Acceptance' of the report or customization. Modifications to reports and customizations to support upgrades of Questica within this six-month period are also included in this Limited Warranty. Enhancements or modifications outside the scope of the accepted specification, scope of work, or authorized change requests are not warranted.

Consulting, Training or Implementation Time Invoicing: Only activities approved in an approved scope of work shall be invoiced. A mutually determined change control mechanism will be used to accommodate modifications to the scope of work.

Travel Costs: Unless noted otherwise, this Quotation does not include any travel, lodging, or on-site expenses. If such travel is required and subsequently authorized, Questica's standard travel and per diem rates shall apply. Air travel, rental car (with associated fuel, parking, and insurance costs), and lodging costs shall be reimbursed at cost. Questica is not responsible for unpredictable (including commercial airline travel) delays which may increase travel cost.

Acceptance

Quotation ID#: 03122021 Rev V4 **April 21, 2021**

Authorized Signature: _____

Authorized Name: _____

Organization Name: **Jackson County**

PO/Reference: _____

Date: _____

Upon accepting this offer, please scan and email back all pages of the signed Quotation and include an authorized purchase order, if applicable.

QUESTICA, Ltd.

Authorized Signature: _____

Authorized Name: _____

Organization Name: **Questica Ltd.**

Date: _____