

CITY OF WASHINGTON
Joan E. Baxter, C.P.A. - Controller
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Washington, IL 61571

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www.washington-illinois.org

MEMORANDUM

TO: Mayor Manier and City Council
FROM: Joanie Baxter, Controller *JB*
DATE: September 28, 2017
SUBJECT: Software Services Agreement - Harris

We are in receipt of an invoice for software support with Harris (formerly Municipal Software, Inc.) for the period December 1, 2017 through November 30, 2018.

This agreement covers service and support for the ten (10) MSI applications and five (5) third party applications, including support on custom programs related to AMR implementation. The agreement includes telephone support, software updates, government mandated updates related to payroll and accounts payable, remote diagnostic support, and off-site backup of financial data.

The invoice in the amount of \$14,888.58 is net of two deductions that were requested by Staff and approved by Harris. Laser guns for bar code reading are no longer sold or supported by MSI which equates to a \$283.67 reduction and the Service Request module is kept for historical record purposes only now that these are being processed through the website and thus support and upgrades are no longer necessary which results in an additional reduction of \$765.64. The revised invoice of \$14,888.58 is slightly less than the prior year of \$14,922.92. The FY 17-18 budget includes a total of \$16,300.00 for comparable support.

Having readily available support for the accounting applications is imperative to maintaining the integrity of the accounting system. Accordingly, I **recommend that the City Council approve the renewal of the software service agreement with Harris at an annual cost of \$14,888.58.**

Please contact me if you have questions about this matter.



Remit To: Harris Computer Systems
62133 Collections Center Drive
Chicago, IL 60693-0621

Invoice
Date
Page

MN00003460
9/25/2017
1 of 1

Bill To

Washington, City of
301 Walnut St.
Washington, IL 61571
USA

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301 Walnut St.
Washington, IL 61571
USA

PO Number	Customer No.	Salesperson ID	Shipping Method	Payment Terms
	WAS01		LOCAL DELIVERY	

Ordered	Item Number	Description	Unit Price	Ext Price
1.00	NOTE	MSI ANNUAL MAINT- DEC. 1/17 - NOV. 30/18	US\$0.00	US\$0.00
1.00	MA-12-SW	Accounts Payable	US\$907.73	US\$907.73
1.00	MA-12-SW	Accounts Receivable	US\$907.73	US\$907.73
1.00	MA-12-SW	Budget Planning	US\$726.86	US\$726.86
1.00	MA-12-SW	Cash Register	US\$907.73	US\$907.73
1.00	MA-12-SW	Fixed Assets	US\$907.73	US\$907.73
1.00	MA-12-SW	General Ledger	US\$907.73	US\$907.73
1.00	MA-12-SW	Payroll	US\$1,181.94	US\$1,181.94
1.00	MA-12-SW	Permit Tracking	US\$1,323.76	US\$1,323.76
1.00	MA-12-SW	Purchase Orders	US\$907.73	US\$907.73
1.00	MA-12-SW	Utility Billing	US\$2,694.81	US\$2,694.81
1.00	MA-12-SW	FinePrint	US\$217.46	US\$217.46
1.00	MA-12-SW	Runtime	US\$538.96	US\$538.96
1.00	MA-12-SW	Relativity	US\$1,041.01	US\$1,041.01
1.00	MA-12-SW	Receipt Printers	US\$226.94	US\$226.94
1.00	MA-12-SW	Laser Guns	US\$283.67	US\$283.67
1.00	MA-12-SW	Add/Remove Columns in Subclass Detail & Rev Rpt	US\$119.44	US\$119.44
1.00	MA-12-SW	Gemini Data Backup & Recovery	US\$1,254.13	US\$1,254.13
1.00	MA-12-SW	Service Requests	US\$765.64	US\$765.64
1.00	MA-12-SW	Custom Sensus Meter Download File	US\$47.93	US\$47.93
1.00	MA-12-SW	Data Sync Extract File and Sync Script	US\$23.96	US\$23.96
1.00	MA-12-SW	Add Option to Generate .csv from Customer Listing	US\$45.00	US\$45.00

Please note we do require 90-day written notice in order to cancel modules without a penalty fee.

Subtotal	US\$15,937.89
Misc	US\$0.00
Tax	US\$0.00
Freight	US\$0.00
Trade Discount	US\$0.00
Total	US\$15,937.89

Invoice Questions? Please call Winnifred Pereira, 613-226-5511 ext 2189 or e-mail
wpereira@harriscomputer.com

Laser Guns (283.67)
Service Requests (765.64)
14,888.58