REQUEST FOR PROPOSALS

34. Award RFP-4226-04/AJR – Budget Software for Seminole County Government to Sarasota County Government of Sarasota, FL ($293,200.00).

RFP-4226-04/AJR will provide for an experienced and well-qualified consultant to provide a state of the art budget package that will provide for full integration into the current financial software while providing and performing analysis and reporting functions at a highly detailed and aggregated level.

This project was publicly advertised and the County received four proposals, listed alphabetically:

- eSequel Solutions, Charleston, SC;
- Fletcher & Fletcher, Ponte Vedra Beach;
- Sarasota County Government, Sarasota;
- Systems Union, Inc., Miami.

The Evaluation Committee, which consisted of Patricia Comings, Budget Manager; Betty Newton, Principal Analyst; Kim Patterson, IT Manager; and Lisa Spriggs, Fiscal Services Director evaluated the four submittals. The initial evaluation criteria consisted of the following, listed in the order of importance:

- Experience and Overall Qualifications
- Quality of similar work
- Installation
- Conversion
- Implementation Plan
- Training
- Maintenance Plans
- Ease of use
- Technical Response
- Approach to Project
- Fee Schedule

Based on the initial evaluations, the Committee short-listed and interviewed the following two firms.

- Fletcher & Fletcher, Ponte Vedra Beach;
- Sarasota County Government, Sarasota.

Consideration was given to the following criteria:

- Capability of Software
- Overall Fees/Costs
- Training and other Customer Service Features

The total price of $293,200.00 for Sarasota County's Package is derived from the first year at $55,000.00 and one additional day of training at $1,200.00. The agreement contains a fee adjustment clause which states that there is an annual increase calculated in direct proportion to the percentage increase in the cost of living as determined by the Consumer Price Index, or 3%, whichever is less. The 60-month total shown below has been calculated using a 3% annual increase for years 2 through 5:

- Year 2: $56,650.00
- Year 3: $58,350.00
- Year 4: $60,100.00
- Year 5: $61,900.00

The Agreement will take effect on the date of its execution by the County and shall run for a period of five (5) years. Sarasota County's proposal is the best value solution because their pricing includes a web-based program which eliminates hardware and IT support cost.

Fiscal Services Department/Budget and Purchasing and Contracts Divisions recommend that the Board award the project and authorize the County Manager to execute the agreement once all the appropriate contract clauses are negotiated.

B.C.C. - SEMINOLE COUNTY, FL

RFP TABULATION SHEET

ALL RFP'S ACCEPTED BY SEMINOLE COUNTY ARE SUBJECT TO THE COUNTY'S TERMS AND CONDITIONS AND ANY AND ALL ADDITIONAL TERMS AND CONDITIONS SUBMITTED BY THE PROPOSERS ARE REJECTED AND SHALL HAVE NO FORCE AND EFFECT. RFP DOCUMENTS FROM THE CONSULTANTS LISTED HEREIN ARE THE ONLY RFP'S RECEIVED TIMELY AS OF THE ABOVE OPENING DATE AND TIME. ALL OTHER RFP DOCUMENTS SUBMITTED IN RESPONSE TO THIS SOLICITATION, IF ANY, ARE HEREBY REJECTED AS LATE.

RFP NUMBER: RFP-4226-04/AJR

RFP TITLE: Budget Software for Seminole County Government

DUE DATE: October 13, 2004 at 2:00 PM.

	Response 1	Response 2
Firm	eSequel Solutions PO Box 12868 Charleson, SC 29422 Ms. Kay Damp 843-795-8862 – Phone 843-795-9707 - Fax	Fletcher & Fletcher 117 Linkside Circle Ponte Vedra Beach, FL 32082 Mr. John W. Fletcher 904-273-6277 – Phone 904-273-6230 – Fax
Required Submittals	**Yes**	**Yes**
	Response 3	**Response 4**
Firm	Sarasota County Government 1660 Ringling Blvd. Sarasota, FL 34236 Mr. James Ferguson 941-861-5429 – Phone 941-861-5762 – Fax	Systems Union, Inc. 7300 Corporate Center Drive, Suite 700 Miami, FL 33126 Mr. Michael Clark 973-885-8122 – Phone 973-556-1233 – Fax
Required Submittals	**Yes**	**Yes**

OPENED and TABULATED BY: Amy J. Rossi, Sr. Contracts Analyst

Shortlisted Companies to show demonstration on November 16, 2004 starting at 1:15pm at the County Services Building Purchasing Conference Room, 1101 East First Street, Room #3223, Sanford, Florida 32771 are Fletcher & Fletcher, and Sarasota County Government.

RECOMMENDATION OF AWARD: Sarasota County Government, BCC Date: 12/14/2004 (Posted: 11/17/04)

Fee Schedule Evaluation

	Software	Integration	Implementation	Training	Maintenance	Total Costs	Allocation
eSequel Solutions	100,000.00	15,000.00	17,875.00	15,000.00	25,000.00	172,875.00	20.00
Fletcher & Fletcher	120,000.00	15,000.00	5,000.00	10,000.00	125,000.00	275,000.00	13.00
Sarasota County						292,000.00	12.00
Systems Union	66,900.00	22,950.00	21,450.00	21,450.00	92,266.77	225,016.77	16.00

Sarasota County's ability to offer a web based program with no upfront costs of purchasing software, makes them a "best value" for Seminole County. Sarasota's price is a 100% cost inclusive of hardware and County IT support costs that would need to be added to the other vendors prices for comparability.

EVALUATION FOR RFP-4226-04/AJR –Seminole County Budget Software

		Patricia Comings		Betty Newton		Kim Patterson		Lisa Spriggs				
eSequel Solutions												
CRITERIA	**WEIGHT**	**POINTS**	**WTD PTS**	**POINTS**	**WTD PTS**	**POINTS**	**WTD PTS**	**POINTS**	**WTD PTS**	**AVERAGE**	**ST DEV**	
Quality of Similar Work	25.00%	0	0	50	12.5	0	0	0	0	12.50	6.25	
Installation	20.00%	50	10	55	11	35	7	65	13	51.25	2.50	
Technical Response	20.00%	55	11	55	11	25	5	60	12	48.75	3.20	
Approach to Project	15.00%	60	9	50	7.5	13	1.95	65	9.75	47.00	3.53	
Fee Schedule	20.00%	100	20	100	20	100	20	100	20	100.00	0.00	
	100.00%		50		62		33.95		54.75	WEIGHTED AVERAGE		50.18
Fletcher & Fletcher												
CRITERIA	**WEIGHT**	**POINTS**	**WTD PTS**	**POINTS**	**WTD PTS**	**POINTS**	**WTD PTS**	**POINTS**	**WTD PTS**	**AVERAGE**	**ST DEV**	
Quality of Similar Work	25.00%	95	23.75	75	18.75	80	20	95	23.75	86.25	2.58	
Installation	20.00%	95	19	80	16	75	15	95	19	86.25	2.06	
Technical Response	20.00%	95	19	90	18	50	10	95	19	82.50	4.36	
Approach to Project	15.00%	95	14.25	85	12.75	100	15	95	14.25	93.75	0.94	
Fee Schedule	20.00%	65	13	65	13	65	13	65	13	65.00	0.00	
	100.00%		89		78.5		73		89	WEIGHTED AVERAGE		82.38
Sarasota County												
CRITERIA	**WEIGHT**	**POINTS**	**WTD PTS**	**POINTS**	**WTD PTS**	**POINTS**	**WTD PTS**	**POINTS**	**WTD PTS**	**AVERAGE**	**ST DEV**	
Quality of Similar Work	25.00%	95	23.75	75	18.75	100	25	95	23.75	91.25	2.77	
Installation	20.00%	90	18	65	13	100	20	95	19	87.50	3.11	
Technical Response	20.00%	95	19	65	13	90	18	95	19	86.25	2.87	
Approach to Project	15.00%	90	13.5	85	12.75	100	15	95	14.25	92.50	0.97	
Fee Schedule	20.00%	60	12	60	12	60	12	60	12	60.00	0.00	
	100.00%		86.25		69.5		90		88	WEIGHTED AVERAGE		83.44
Systems Union												
CRITERIA	**WEIGHT**	**POINTS**	**WTD PTS**	**POINTS**	**WTD PTS**	**POINTS**	**WTD PTS**	**POINTS**	**WTD PTS**	**AVERAGE**	**ST DEV**	
Quality of Similar Work	25.00%	65	16.25	75	18.75	8	2	70	17.5	54.50	7.82	
Installation	20.00%	65	13	65	13	25	5	70	14	56.25	4.19	
Technical Response	20.00%	60	12	65	13	90	18	75	15	72.50	2.65	
Approach to Project	15.00%	60	9	70	10.5	46	6.9	70	10.5	61.50	1.70	
Fee Schedule	20.00%	80	16	80	16	80	16	80	16	80.00	0.00	
	100.00%		66.25		71.25		47.9		73	WEIGHTED AVERAGE		64.60

EVALUATION FOR RFP-4226-04/AJR –Seminole County Budget Software

QUALIFICATION TEAM
CONSENSUS REPORT AND RECOMMENDATION

SUMMARY SCORES AND RANKINGS

FIRMS	SCORE	RANKING
eSequel Solutions	50.18	4
Fletcher & Fletcher	82.38	2
Sarasota County	83.44	1
Systems Union	64.60	3

The Evaluation Committee makes the following recommendation:

The top 2 firms will be shortlisted for demonstration.

SIGNATURES:

Patricia Comings

Kim Patterson

Betty Newton

Lisa Spriggs

PRESENTATION EVALUATION FOR RFP-4226-04/AJR –Seminole County Budget Software

		Patricia Comings		Betty Newton		Kim Patterson		Lisa Spriggs			
Fletcher & Fletcher											
CRITERIA	**WEIGHT**	**POINTS**	**WTD PTS**	**POINTS**	**WTD PTS**	**POINTS**	**WTD PTS**	**POINTS**	**WTD PTS**	**AVERAGE**	**ST DEV**
Capability of Software	60.00%	90	54	75	45	80	48	75	45	80.00	4.24
Overall Fees/Costs	20.00%	90	18	80	16	92	18.4	75	15	84.25	1.62
Training and other Customer Service Features	20.00%	90	18	75	15	85	17	75	15	81.25	1.50
	100.00%		90		76		83.4		75	WEIGHTED AVERAGE	81.10

Sarasota County											
CRITERIA	**WEIGHT**	**POINTS**	**WTD PTS**	**POINTS**	**WTD PTS**	**POINTS**	**WTD PTS**	**POINTS**	**WTD PTS**	**AVERAGE**	**ST DEV**
Capability of Software	60.00%	95	57	95	57	95	57	90	54	93.75	1.50
Overall Fees/Costs	20.00%	90	18	90	18	90	18	90	18	90.00	0.00
Training and other Customer Service Features	20.00%	95	19	85	17	90	18	90	18	90.00	0.82
	100.00%		94		92		93		90	WEIGHTED AVERAGE	92.25

PRESENTATION EVALUATION FOR RFP-4226-04/AJR –Seminole County Budget Software

QUALIFICATION TEAM
CONSENSUS REPORT AND RECOMMENDATION

SUMMARY SCORES AND RANKINGS

FIRMS	SCORE	RANKING
Sarasota County	92.25	1
Fletcher & Fletcher	81.10	2

The Evaluation Committee makes the following recommendation:
Sarasota County

SIGNATURES:

Patricia Comings Patricia A. Comings

Kim Patterson

Betty Newton Betty B. Newton

Lisa Spriggs

RFP-4226-04/AJR – Budget Software

SUBMITTAL COMPANY NAME: Sarasota County

QUALIFICATION COMMITTEE MEMBER: Lisa Spriggs

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100	Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89	Excellent, Very Good, Solid in all respects.
70 – 79	Good, No major weaknesses, Fully Acceptable as is
60 – 69	Marginal, Weak, Workable but needs clarifications
Below 60	Unacceptable, Needs major help to be acceptable

Describe strengths, weaknesses and deficiencies to support your assessment.

Experience/ Qualifications

Criteria: Quality of similar work that has been provided for other public and private entities. References within the State of Florida are encouraged – 25%

Provided to self, Leon County, Tallahassee and Monroe County.

Score 95
(100-0)

Criteria: Installation, conversion, implementation plan, training and training manuals, maintenance plans, ease of use – 20%

Hosted on Sarasota site. Custom to Seminole County as needed.
Can be up & running within 4 weeks

Score 95
(100-0)

Criteria: Technical response to the County's scope of service – 20%

Includes all applicable features and RFP requirements. Integrates strategic planning, budgeting, and performance management.

Score 95
(100-0)

Criteria: Approach to Project (15%)

Understood scope of project & provided approach.

Score 95
(100-0)

Criteria: Fee Schedule (20%)

Fee is inclusive of all hardware & personnel. which is not included in other bids.

Score 12
(100-0)

RFP-4226-04/AJR – Budget Software

SUBMITTAL COMPANY NAME: Fletcher & Fletcher

QUALIFICATION COMMITTEE MEMBER: Lisa Spriggs

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100	Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89	Excellent, Very Good, Solid in all respects.
70 – 79	Good, No major weaknesses, Fully Acceptable as is
60 – 69	Marginal, Weak, Workable but needs clarifications
Below 60	Unacceptable, Needs major help to be acceptable

Describe strengths, weaknesses and deficiencies to support your assessment.

Experience/ Qualifications

Criteria: Quality of similar work that has been provided for other public and private entities. References within the State of Florida are encouraged – 25%

Company has 4 Florida local gov't clients with satisfation. They specialize specifically in FL local gov't budget software.

Score 95
(100-0)

Criteria: Installation, conversion, implementation plan, training and training manuals, maintenance plans, ease of use – 20%

Training includes all users and manuals that are custom to SC design.

Score 95
(100-0)

Criteria: Technical response to the County's scope of service – 20%

All features included in software that is already developed and utilized. Demonstrated understanding of tech aspects of FL gov't budgeting.

Score 95
(100-0)

Criteria: Approach to Project (15%)

Understood scope of project & provided approach.

Score 95
(100-0)

Criteria: Fee Schedule (20%)

Score 13
(100-0)

RFP-4226-04/AJR – Budget Software

SUBMITTAL COMPANY NAME: Systems Union

QUALIFICATION COMMITTEE MEMBER: Lisa Spriggs.

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100	Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89	Excellent, Very Good, Solid in all respects.
70 – 79	Good, No major weaknesses, Fully Acceptable as is
60 – 69	Marginal, Weak, Workable but needs clarifications
Below 60	Unacceptable, Needs major help to be acceptable

Describe strengths, weaknesses and deficiencies to support your assessment.

Experience/ Qualifications

Criteria: Quality of similar work that has been provided for other public and private entities. References within the State of Florida are encouraged – 25%

No local gov't Clients.
State Dept. of Education

Score 70
(100-0)

Criteria: Installation, conversion, implementation plan, training and training manuals, maintenance plans, ease of use – 20%

Training is "Train-the-trainer". Install & Implementation is vague on understanding of project magnitude (Find accounting etc)

Score 70
(100-0)

Criteria: Technical response to the County's scope of service – 20%

Not clear on whether Company understands the local gov't Budget environment. Software appears multi functional / rich.

Score 75
(100-0)

Criteria: Approach to Project (15%)

pg17 Allowed for specific 20 days / 7 days training with any addition at time / material cost. Does not demonstrate commitment.

Score 70
(100-0)

Criteria: Fee Schedule (20%)

Software & 1st year maint. due upon signing
See extra cost pg 17.

Score 16
(100-0)

RFP-4226-04/AJR – Budget Software

SUBMITTAL COMPANY NAME: eSequel Solutions

QUALIFICATION COMMITTEE MEMBER: Lisa Spriggs

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100	Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89	Excellent, Very Good, Solid in all respects.
70 – 79	Good, No major weaknesses, Fully Acceptable as is
60 – 69	Marginal, Weak, Workable but needs clarifications
Below 60	Unacceptable, Needs major help to be acceptable

Describe strengths, weaknesses and deficiencies to support your assessment.

Experience/ Qualifications

Criteria: Quality of similar work that has been provided for other public and private entities. References within the State of Florida are encouraged – 25%

none listed in RFP.

Score 0
(100-0)

Criteria: Installation, conversion, implementation plan, training and training manuals, maintenance plans, ease of use – 20%

not clear whether software is custom or already executed. maintenance costs are not clear. Training - not clear as to # of committed training.

Score 65
(100-0)

Criteria: Technical response to the County's scope of service – 20%

Does not explain application - just states it will do what was in RFP. no mention of 5 year forecasting or CIP - may not understand scope of project - Gov't Budget

Score 65
(100-0)

Criteria: Approach to Project (15%)

Does not discuss approach in detail to gain proper understanding.
no mention of work through next season.

Score 65
(100-0)

Criteria: Fee Schedule (20%)

They have extra costs noted on 9, 11, 12 ???
Clarify 60 month maint. - RFP Keeps ref. 60 days.

Score 20
(100-0)

RFP-4226-04/AJR – Budget Software

SUBMITTAL COMPANY NAME: eSequel Solutions

QUALIFICATION COMMITTEE MEMBER: Betty B. Newton

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100	Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89	Excellent, Very Good, Solid in all respects.
70 – 79	Good, No major weaknesses, Fully Acceptable as is
60 – 69	Marginal, Weak, Workable but needs clarifications
Below 60	Unacceptable, Needs major help to be acceptable

Describe strengths, weaknesses and deficiencies to support your assessment.

Experience/ Qualifications

Criteria: Quality of similar work that has been provided for other public and private entities. References within the State of Florida are encouraged – 25%

No Public & Private entities Provided. No work indicated in State of Florida. No Detailed References Provided in RFP

Score 50
(100-0)

Criteria: Installation, conversion, implementation plan, training and training manuals, maintenance plans, ease of use – 20%

Schedule of Implementation of System too Short. Longer time on Initial free Maintenance Needed. Longer timeframe Needed for Application Training

Score 55
(100-0)

Criteria: Technical response to the County's scope of service – 20%

Assumptions made on how the process will work. Assumptions made concerning statements About JD Edwards File Access.

Score 55
(100-0)

Criteria: Approach to Project (15%)

Need More Detail
Needed to Ask more questions About RFP

Score 50
(100-0)

Criteria: Fee Schedule (20%)

Score 20
(100-0)

RFP-4226-04/AJR – Budget Software

SUBMITTAL COMPANY NAME: Fletcher & Fletcher

QUALIFICATION COMMITTEE MEMBER: Betty B. Newton

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100	Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89	Excellent, Very Good, Solid in all respects.
70 – 79	Good, No major weaknesses, Fully Acceptable as is
60 – 69	Marginal, Weak, Workable but needs clarifications
Below 60	Unacceptable, Needs major help to be acceptable

Describe strengths, weaknesses and deficiencies to support your assessment.

Experience/ Qualifications

Criteria: Quality of similar work that has been provided for other public and private entities. References within the State of Florida are encouraged – 25%

Other County'ies & Cities in the State of Florida Are Using the System

Score 75
(100-0)

Criteria: Installation, conversion, implementation plan, training and training manuals, maintenance plans, ease of use – 20%

Good & Detailed Approach, Provides A Phased Approach, Good Training PLAN. ongoing functional & technical Support Provided.

Score 80
(100-0)

Criteria: Technical response to the County's scope of service – 20%

Good Approach. Very detailed. Seminole County's technical Setup is understood. Asked questions concerning Setup to Respond to RFP. Report writing Also Includes Crystal Reports

Score 90
(100-0)

Criteria: Approach to Project (15%)

Detailed Systematic Approach to Project

Score 85
(100-0)

Criteria: Fee Schedule (20%)

Score 13
(100-0)

RFP-4226-04/AJR – Budget Software

SUBMITTAL COMPANY NAME: Sarasota County

QUALIFICATION COMMITTEE MEMBER: Betty B. Newton

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100	Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89	Excellent, Very Good, Solid in all respects.
70 – 79	Good, No major weaknesses, Fully Acceptable as is
60 – 69	Marginal, Weak, Workable but needs clarifications
Below 60	Unacceptable, Needs major help to be acceptable

Describe strengths, weaknesses and deficiencies to support your assessment.

Experience/ Qualifications

Criteria: Quality of similar work that has been provided for other public and private entities. References within the State of Florida are encouraged – 25%

other County's in State of Florida Are using the System

Score 75
(100-0)

Criteria: Installation, conversion, implementation plan, training and training manuals, maintenance plans, ease of use – 20%

Good Approach. Need Additional Details. updates of Nightly Data Maybe Issue. Does System Provide Immediate Report changes. Create Reports using Crystal Reports for Budget

Score 65
(100-0)

Criteria: Technical response to the County's scope of service – 20%

Good Approach. Seminole County technical Setup Needs to be understood. How will Data Recovery be handled with Data being Stored off-site At Another Governmental Agency. How will this Effect Processing? What if System goes down? Need demonstration of System.

Score 65
(100-0)

Criteria: Approach to Project (15%)

Detailed Systematic Approch to Project

Score 85
(100-0)

Criteria: Fee Schedule (20%)

Score 12
(100-0)

RFP-4226-04/AJR – Budget Software

SUBMITTAL COMPANY NAME: Systems Union

QUALIFICATION COMMITTEE MEMBER: Betty B. Newton

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100	Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89	Excellent, Very Good, Solid in all respects.
70 – 79	Good, No major weaknesses, Fully Acceptable as is
60 – 69	Marginal, Weak, Workable but needs clarifications
Below 60	Unacceptable, Needs major help to be acceptable

Describe strengths, weaknesses and deficiencies to support your assessment.

Experience/ Qualifications

Criteria: Quality of similar work that has been provided for other public and private entities. References within the State of Florida are encouraged – 25%

Florida Department of Education & other Private Entities Provided

Score 75
(100-0)

Criteria: Installation, conversion, implementation plan, training and training manuals, maintenance plans, ease of use – 20%

Good Approach, but more detail needed. Time Line Seem to be too short

Score 65
(100-0)

Criteria: Technical response to the County's scope of service – 20%

Good Approach. Seminole County's technical setup needs to be understood. How will Budget ~~[illegible]~~ & Financial Files be Exported to Software? Assumptions Made Regarding JD Edwards File Access. Need Demo of Product

Score 65
(100-0)

Criteria: Approach to Project (15%)

Detailed Systematic Approach to Product

Score 70
(100-0)

Criteria: Fee Schedule (20%)

Score 16
(100-0)

RFP-4226-04/AJR – Budget Software

SUBMITTAL COMPANY NAME: eSequel Solutions

QUALIFICATION COMMITTEE MEMBER: Patricia A Comings

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100	Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89	Excellent, Very Good, Solid in all respects.
70 – 79	Good, No major weaknesses, Fully Acceptable as is
60 – 69	Marginal, Weak, Workable but needs clarifications
Below 60	Unacceptable, Needs major help to be acceptable

Describe strengths, weaknesses and deficiencies to support your assessment.

Experience/ Qualifications

Criteria: Quality of similar work that has been provided for other public and private entities. References within the State of Florida are encouraged – 25%

There were none listed in the RFP

Score Ø
(100-0)

Criteria: Installation, conversion, implementation plan, training and training manuals, maintenance plans, ease of use – 20%

Company indicates they will develop and implement Not sure whether custom or not. Unclear as to maintenance costs and training is only defined as two days

Score 50
(100-0)

Criteria: Technical response to the County's scope of service – 20%

Does not detail how it will accomplish or address technical tasks it states that it will be done but no detail given

Score 55
(100-0)

Criteria: Approach to Project (15%)

No detail given. Not sure they are completely understanding budget software as applicable to governmental Entities

Score 60
(100-0)

Criteria: Fee Schedule (20%)

Pg 9 - not sure what nominal charge is for maintenance after 60 days
Pg 10 describes 60 months for maintenance

Score 20
(100-0)

RFP-4226-04/AJR – Budget Software

SUBMITTAL COMPANY NAME: Fletcher & Fletcher

QUALIFICATION COMMITTEE MEMBER: Patricia A Comings

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100	Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89	Excellent, Very Good, Solid in all respects.
70 – 79	Good, No major weaknesses, Fully Acceptable as is
60 – 69	Marginal, Weak, Workable but needs clarifications
Below 60	Unacceptable, Needs major help to be acceptable

Describe strengths, weaknesses and deficiencies to support your assessment.

Experience/ Qualifications

Criteria: Quality of similar work that has been provided for other public and private entities. References within the State of Florida are encouraged – 25%

Comany lists 4 other State of Florida references and specifically addresses compliance with the Florida general ledger

Score 95
(100-0)

Criteria: Installation, conversion, implementation plan, training and training manuals, maintenance plans, ease of use – 20%

Training is set at a week & details what materials and manuals will be given. States software is windows based and can export to excel or PDF format,

Score 95
(100-0)

Criteria: Technical response to the County's scope of service – 20%

States it will integrate to JD Edwards and source code will be put with escrow agent All features stated by RFP are addressed

Score 95
(100-0)

Criteria: Approach to Project (15%)

In the product overview the company demonstrates complete understanding of what is necessary for outlenhted

Score 95
(100-0)

Criteria: Fee Schedule (20%)

Details on price proposal sheet

Score 13
(100-0)

RFP-4226-04/AJR – Budget Software

SUBMITTAL COMPANY NAME: Sarasota County

QUALIFICATION COMMITTEE MEMBER: Patricia A Comings

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100	Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89	Excellent, Very Good, Solid in all respects.
70 – 79	Good, No major weaknesses, Fully Acceptable as is
60 – 69	Marginal, Weak, Workable but needs clarifications
Below 60	Unacceptable, Needs major help to be acceptable

Describe strengths, weaknesses and deficiencies to support your assessment.

Experience/ Qualifications

Criteria: Quality of similar work that has been provided for other public and private entities. References within the State of Florida are encouraged – 25%

Provides service to 3 Counties and 1 city

Score 95
(100-0)

Criteria: Installation, conversion, implementation plan, training and training manuals, maintenance plans, ease of use – 20%

Implementation within a month, offers web training and 1 full day with additional days optional

Score 90
(100-0)

Criteria: Technical response to the County's scope of service – 20%

Microsoft Windows, addresses in detail, all requirements listed in RFP. Integrates on to 15 the requirements of a budget module

Score 95
(100-0)

Criteria: Approach to Project (15%)

understands requirements of project

Score 90
(100-0)

Criteria: Fee Schedule (20%)

Score 12
(100-0)

RFP-4226-04/AJR – Budget Software

SUBMITTAL COMPANY NAME: Systems Union

QUALIFICATION COMMITTEE MEMBER: Patricia A Comings

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100	Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89	Excellent, Very Good, Solid in all respects.
70 – 79	Good, No major weaknesses, Fully Acceptable as is
60 – 69	Marginal, Weak, Workable but needs clarifications
Below 60	Unacceptable, Needs major help to be acceptable

Describe strengths, weaknesses and deficiencies to support your assessment.

Experience/ Qualifications

Criteria: Quality of similar work that has been provided for other public and private entities. References within the State of Florida are encouraged – 25%

No local municipalities

Score 65
(100-0)

Criteria: Installation, conversion, implementation plan, training and training manuals, maintenance plans, ease of use – 20%

As depicted on pg 15 applies a "training the trainers" methodology. Does not depict a demonstration of understanding for specific governmental requirements. Pg 19 model implementation does not demonstrate governmental requirements

Score 65
(100-0)

Criteria: Technical response to the County's scope of service – 20%

Does not really address governmental standards and requirements

Score 60
(100-0)

Criteria: Approach to Project (15%)

Does not address an approach that depicts an understanding of County needs

Score 60
(100-0)

Criteria: Fee Schedule (20%)

Pg 21 – Software & 1st year maintenance costs are due upon signing

Score 16
(100-0)

RFP-4226-04/AJR – Budget Software

SUBMITTAL COMPANY NAME: eSequal Solutions

QUALIFICATION COMMITTEE MEMBER: Kim Patterson

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100	Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89	Excellent, Very Good, Solid in all respects.
70 – 79	Good, No major weaknesses, Fully Acceptable as is
60 – 69	Marginal, Weak, Workable but needs clarifications
Below 60	Unacceptable, Needs major help to be acceptable

Describe strengths, weaknesses and deficiencies to support your assessment.

Experience/ Qualifications
Criteria: Quality of similar work that has been provided for other public and private entities. References within the State of Florida are encouraged – 25%

none provided in documentation

Score 0
~~(100-0)~~ 0-25

Criteria: Installation, conversion, implementation plan, training and training manuals, maintenance plans, ease of use – 20%

8-12 week implementation schedule provided, separate maintenance agreement required

Score 7 35
~~(100-0)~~ 0-20

Criteria: Technical response to the County's scope of service – 20%

vague
VBA toolset
Excel reports

Score 5 25
~~(100-0)~~ 0-20

Criteria: Approach to Project (15%)

vague

Score 2 13
~~(100-0)~~ 0-15

Criteria: Fee Schedule (20%)

verify scope of maintenance
fee is very low

Score 20
(100-0)

RFP-4226-04/AJR – Budget Software

SUBMITTAL COMPANY NAME: Fletcher & Fletcher

QUALIFICATION COMMITTEE MEMBER: Kim Patterson

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100	Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89	Excellent, Very Good, Solid in all respects.
70 – 79	Good, No major weaknesses, Fully Acceptable as is
60 – 69	Marginal, Weak, Workable but needs clarifications
Below 60	Unacceptable, Needs major help to be acceptable

Describe strengths, weaknesses and deficiencies to support your assessment.

Experience/ Qualifications

Criteria: Quality of similar work that has been provided for other public and private entities. References within the State of Florida are encouraged – 25%

references - 3 cities, 1 county

Score 20 (~~100-0~~) 0-25 80

Criteria: Installation, conversion, implementation plan, training and training manuals, maintenance plans, ease of use – 20%

very detailed response to requirements

Score 15 (~~100-0~~) 0-20 75

Criteria: Technical response to the County's scope of service – 20%

client server now
web client require ~~[illegible]~~ upgrade
response time for technical issues?
Delphi

Score 10 (~~100-0~~) 0-20 50

Criteria: Approach to Project (15%)

partner with Mindset

Score 15 (~~100-0~~) 0-15 100

Criteria: Fee Schedule (20%)

COLA increase not included

Score 13 (100-0)

RFP-4226-04/AJR – Budget Software

SUBMITTAL COMPANY NAME: Sarasota County

QUALIFICATION COMMITTEE MEMBER: Kim Patterson

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100	Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89	Excellent, Very Good, Solid in all respects.
70 – 79	Good, No major weaknesses, Fully Acceptable as is
60 – 69	Marginal, Weak, Workable but needs clarifications
Below 60	Unacceptable, Needs major help to be acceptable

Describe strengths, weaknesses and deficiencies to support your assessment.

Experience/ Qualifications

Criteria: Quality of similar work that has been provided for other public and private entities. References within the State of Florida are encouraged – 25%

2 counties 1 city

Score 25
(~~100-0~~) 0-25 100

Criteria: Installation, conversion, implementation plan, training and training manuals, maintenance plans, ease of use – 20%

very detailed response
implementation - 3 weeks

Score 20
(~~100-0~~) (0-20) 100

Criteria: Technical response to the County's scope of service – 20%

hosted solution
no county server required
JAVA
Crystal reports

Score 18
(100-0) (0-20) 90

Criteria: Approach to Project (15%)

very detailed response to requirements

Score 15
(100-0) (0-15) 100

Criteria: Fee Schedule (20%)

Score 17
(100-0) (0-20)

RFP-4226-04/AJR – Budget Software

SUBMITTAL COMPANY NAME: Systems Union

QUALIFICATION COMMITTEE MEMBER: Kim Patterson

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100	Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89	Excellent, Very Good, Solid in all respects.
70 – 79	Good, No major weaknesses, Fully Acceptable as is
60 – 69	Marginal, Weak, Workable but needs clarifications
Below 60	Unacceptable, Needs major help to be acceptable

Describe strengths, weaknesses and deficiencies to support your assessment.

Experience/ Qualifications

Criteria: Quality of similar work that has been provided for other public and private entities. References within the State of Florida are encouraged – 25%

No govt customers
County Dept of Education

Score 2 (~~100-0~~) 0-25 8

Criteria: Installation, conversion, implementation plan, training and training manuals, maintenance plans, ease of use – 20%

not detailed to County's requirements
detail imp plan

Score 5 (~~100-0~~) 0-20 25

Criteria: Technical response to the County's scope of service – 20%

web architecture
SQL

Score 18 (~~100-0~~) 0-20 90

Criteria: Approach to Project (15%)

may subcontract

Score 7 (~~100-0~~) 0-15 46

Criteria: Fee Schedule (20%)

install time - limit 20 days

Score 16 (100-0)

INTERVIEW RATING FORM

Date: November 16, 2004

Interview for (work): Budget Software

Name of the Firm: Fletcher & Fletcher

QUALIFICATIONS FACTORS	Points (0-100)	Weights
Capability of Software	75	(60%)
Strong Budget preparation capability. Lack linkage to Broad Strategy by BCC		
Overall Fees/Costs	75	(20%)
Fair - costs in addition would be hardware and staff time which is not included in RFP cost		
Training and other Customer Service Features	75	(20%)
Training good		

Comments and Notes:

Rater's name: LB Lisa Spriggs

Signature: LB

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100 Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89 Excellent, Very Good, Solid in all respects.
70 – 79 Good, No major weaknesses, Fully Acceptable as is
60 – 69 Marginal, Weak, Workable but needs clarifications
Below 60 Unacceptable, Needs major help to be acceptable

INTERVIEW RATING FORM

Date: November 16, 2004

Interview for (work): Budget Software

Name of the Firm: Sarasota County

QUALIFICATIONS FACTORS	Points (0-100)	Weights
Capability of Software	90	(60%)
Great capability both in the budget preparation area and in linkage to a deliverable / scorecard system. Financial status reporting capability.		
Overall Fees/Costs	90	(20%)
Fixed price annually which includes hardware, tech support, disaster recovery etc.		
Training and other Customer Service Features	90	(20%)
* One day training with option for additional.		
* Customer Service - government owned and operated - same business provider		

Comments and Notes: Great opportunity to partner with other governments. Can implement for use in a month.

Rater's name: Lisa Spriggs Signature: LS

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100 Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89 Excellent, Very Good, Solid in all respects.
70 – 79 Good, No major weaknesses, Fully Acceptable as is
60 – 69 Marginal, Weak, Workable but needs clarifications
Below 60 Unacceptable, Needs major help to be acceptable

INTERVIEW RATING FORM

Date: November 16, 2004

Interview for (work): Budget Software

Name of the Firm: Fletcher & Fletcher

QUALIFICATIONS FACTORS	Points (0-100)	Weights
Capability of Software	75	(60%)
Software Meets the Requirements, But does Not Presently have A Web Based Product. Developing A web Based Product but would Not Support Crystal Report writing?		
Overall Fees/Costs	80	(20%)
Fees/Cost Are cost Effective for the county with A budget of $593M.		
Training and other Customer Service Features	75	(20%)
One week on-site Training " year of Technical Support included in Package		

Comments and Notes:

Rater's name: Betty B. Newton

Signature: Betty B. Newton

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100 Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89 Excellent, Very Good, Solid in all respects.
70 – 79 Good, No major weaknesses, Fully Acceptable as is
60 – 69 Marginal, Weak, Workable but needs clarifications
Below 60 Unacceptable, Needs major help to be acceptable

INTERVIEW RATING FORM

Date: November 16, 2004

Interview for (work): Budget Software

Name of the Firm: Sarasota County

QUALIFICATIONS FACTORS	Points (0-100)	Weights
Capability of Software	95	(60%)
Web Based Application, Allows Integration to Strategic Planning, Performance Measurement & Budgeting to All Come together in one Application. Intergrated Operating & Capital Comes together with the Capital Improvement Plan, Detailed Reporting Structure.		
Overall Fees/Costs	90	(20%)
Less 1% to 2% of Annual Budget would Be Cost Effective than.		
Training and other Customer Service Features	85	(20%)
on-site Training - 1 day - 24-7 Support - Train-the-trainer Format Additional training - Each day - $1,200		
~~Would take to prepare~~		

Comments and Notes: Very detailed & complex system with great features. great for viewing Big Picture.

Rater's name: Betty B. Newton Signature: Betty B. Newton

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100 Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89 Excellent, Very Good, Solid in all respects.
70 – 79 Good, No major weaknesses, Fully Acceptable as is
60 – 69 Marginal, Weak, Workable but needs clarifications
Below 60 Unacceptable, Needs major help to be acceptable

INTERVIEW RATING FORM

Date: November 16, 2004

Interview for (work): Budget Software

Name of the Firm: Fletcher & Fletcher

QUALIFICATIONS FACTORS	Points (0-100)	Weights
Capability of Software	90	(60%)
Software is not web based Does not have strategic plan integration as well as Sarasota County		
Overall Fees/Costs	90	(20%)
Training and other Customer Service Features	90	(20%)

Comments and Notes:

Rater's name: Patricia A Comings

Signature: Patricia A Comings

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100 Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89 Excellent, Very Good, Solid in all respects.
70 – 79 Good, No major weaknesses, Fully Acceptable as is
60 – 69 Marginal, Weak, Workable but needs clarifications
Below 60 Unacceptable, Needs major help to be acceptable

INTERVIEW RATING FORM

Date: November 16, 2004

Interview for (work): Budget Software

Name of the Firm: Sarasota County

QUALIFICATIONS FACTORS	Points (0-100)	Weights
Capability of Software As the designers of the software are also the users it appears the software addresses the needs of a governmental entity. Webaccess!! Capital outlay is great for budget	95	(60%)
Overall Fees/Costs Costs of $55,000 yearly appear reasonable	90	(20%)
Training and other Customer Service Features	95	(20%)

Comments and Notes:

Rater's name: Patricia A Comings Signature:

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100 Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89 Excellent, Very Good, Solid in all respects.
70 – 79 Good, No major weaknesses, Fully Acceptable as is
60 – 69 Marginal, Weak, Workable but needs clarifications
Below 60 Unacceptable, Needs major help to be acceptable

INTERVIEW RATING FORM

Date: November 16, 2004

Interview for (work): Budget Software

Name of the Firm: Sarasota County

QUALIFICATIONS FACTORS	Points (0-100)	Weights
Capability of Software	95	(60%)
Expenditure detail, revenue, position control, grants strategic planning, issue budgeting perf measurement 5 year budget web based, receive enhancements/reports made by other agencies		
Overall Fees/Costs	90	(20%)
[redacted] maintenance only $55,000/yr $ 292,000		
Training and other Customer Service Features	90	(20%)
hosting - disaster recovery crystal reports train the trainer - 1 day 99.5% uptime notification of changes or upgrades ∧ reports		

Comments and Notes: willing to customize for County docs (budget books)

Rater's name: Kim Patterson

Signature: [signature]

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100 Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89 Excellent, Very Good, Solid in all respects.
70 – 79 Good, No major weaknesses, Fully Acceptable as is
60 – 69 Marginal, Weak, Workable but needs clarifications
Below 60 Unacceptable, Needs major help to be acceptable

INTERVIEW RATING FORM

Date: November 16, 2004

Interview for (work): Budget Software

Name of the Firm: Fletcher & Fletcher

QUALIFICATIONS FACTORS	Points (0-100)	Weights
Capability of Software	80	(60%)
expenditure detail, revenue, position control, perf measure, issue budgeting		
client/server- future web		
Overall Fees/Costs	92	(20%)
$275,000 over 5 years w/o CPI inc		
Training and other Customer Service Features	85	(20%)
4 hour response time after hours		
not tested w/ McAfee		
contract w/ Mindset		
flexible reports		
1 week training		

Comments and Notes:

Rater's name: Kim Patterson Signature: [signature]

INSTRUCTIONS: Score each criterion from 1 to 100 based on the following general guidelines:

90 – 100 Outstanding, out-of-the-box, Innovative, Cost/Time Savings
80 – 89 Excellent, Very Good, Solid in all respects.
70 – 79 Good, No major weaknesses, Fully Acceptable as is
60 – 69 Marginal, Weak, Workable but needs clarifications
Below 60 Unacceptable, Needs major help to be acceptable

Purchasing Copy

Response to

Seminole County Board of County Commissioners Request for Proposal – RFP – 4226-04/AJR

Seminole County
1101 E. 1st Street, Room 3208
Sanford, FL 32771
Attn: Purchasing Division

Prepared by:

Sarasota County
Enterprise Information Technology
1660 Ringling Blvd.
Sarasota, FL 34236

October 6, 2004

This document is designed to provide Seminole County a proposal for entering into a contractual relationship with Sarasota County to provide a state of the art Budget Solution. The contents of this document are based upon information provided by the Seminole County RFP # 4226-04AJR and serves as the foundation for entering into a Definitive Agreement. All pricing contained herein is subject to validation through a contractual agreement.

SUBMIT QUALIFICATIONS TO:	REQUEST FOR QUALIFICATIONS
Seminole County 1101 E. 1st Street, Room 3208 Sanford, Florida 32771 **Attn.: PURCHASING DIVISION**	and Respondent Acknowledgment
Contact: Amy J. Rossi, CPPB 407-665-7120	RFQ No.: **RFP-4226-04/AJR**
Proposal Due Date: **October 06, 2004** Proposal Due Time: **2:00 P.M.**	**Location of Public Opening:** County Services Building, Room #3208 1101 E. 1st Street, Sanford, Florida 32771
RFP Title: **Budget Software for Seminole County Government**	

Respondent Name: Sarasota County Govt	Federal Employer ID Number or SS Number: 59-6000848
Mailing Address: 1660 Ringling Blvd.	If returning as a "No Submittal", state reason (if so, return only this page):
City, State, Zip: Sarasota, FL 34236	
Type of Entity: *(Circle one)* County Government Corporation Partnership Proprietorship Joint Venture	X James Ferguson Authorized Signature (Manual)
Incorporated in the State of: Florida	
Telephone Number: (941)861-5429	Typed Name: James Ferguson
Toll Free Telephone Number: (800)	Title: Business Manager
Fax Number: (941) 861-5762	Date: October 1, 2004

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL

Purpose:

Seminole County's Fiscal Services Department is seeking an experienced and well-qualified consultant to provide a state of the art budget package that will provide for full integration into the current financial software while providing and performing analysis and reporting functions at a highly detailed and aggregated level.

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scgov
Sarasota County Government
1660 Ringling Boulevard | Sarasota Florida 34236 | www.scgov.net

October 6, 2004

Seminole County
Purchasing Division
1101 E. 1st Street, Room 3208
Sanford, FL 32771

Re: RFP-4226-04/AJR
Letter of Transmittal

Sarasota County is delighted to respond to this RFP for a state of the art Budget Package to be implemented at Seminole County. GovMax, the solution we are recommending to Seminole County is the very package we at Sarasota County use to produce our annual budget. It has been in place for several years and has worked to our utmost satisfaction. We are confident it will produce the same results for you.

It is our understanding that you require certain functionality as described in the RFP, in addition to integration with your current financial software. You are also requiring the ability to perform analysis and reporting functions at a highly detailed and aggregate level. We are confident that we will meet or exceed all of the requirements listed in the scope of services section of the RFP.

In addition to the above functional and technical requirements, you indicated that you are requiring implementation to be completed by February 2005. Based on our experience implementing our solution within our own county in addition to two other Florida counties and one municipality, we are confident that we can get you up and running in 3 to 4 weeks from the time the project begins. It is our belief that other vendors will be severely challenged to successfully complete the project in the timeframes specified. In fact, our experience has shown that, based on your timeframes, we will be the only one who will be able to meet the February 2005 deadline.

GovMax will be somewhat unique in comparison to the other respondents' solutions. It is a hosted solution. In other words, there will be:

- no software to buy,
- no hardware to buy,
- no implementation services to pay for,
- no data conversion services, or
- no requirement to hire a database administrator.

All you'll need is a web browser from each user workstation to access the system. The net result is that you will be using a state of the art system for a cost that is significantly less than the traditional software package alternatives on the market today.

It goes without saying that a budget application implementation is an extremely high profile project to undertake, further challenged by the Florida Department of Revenue's mandated calendar. In fact, all package implementations are inherently risky, oftentimes running late and over budget due to a wide variety of issues, some of which are out of your control. Because GovMax is a hosted solution your version of the application is essentially the same version we currently use at Sarasota County. It is for this reason, and the reasons outlined in the previous paragraph, our solution contains the least risk of all your alternatives...and conversely the highest odds of success.

The following individuals are authorized to make representations on behalf of Sarasota County:

Bob Hanson, CIO	941-861-5418
Jim Ferguson, Business Manager	941-861-5429
Mike Scalcucci, Relationship Management	941-861-5291
John Hicks, GovMax Technical Designer	941-650-2139

All the above individuals are located at:

Sarasota County
Enterprise Information Technology
1660 Ringling Blvd.
Sarasota, FL 34236

Again, we thank you for the opportunity to respond to this RFP and look forward to working with you in taking the next steps in the selection process.

Best Regards,

James Ferguson
Business Manager

B. Other Transmittals

Type of Business - We are a county government located in Sarasota, Florida.

FEIN – Not applicable.

SSN – Not applicable.

Principals:

Bob Hanson, CIO
Jim Ferguson, Business Manager
Mike Scalcucci, Relationship Management
John Hicks, GovMax Technical Designer

Conflict of Interest Statement (see page 6)

Compliance with the Public Records Law (see page 7)

CONFLICT OF INTEREST STATEMENT

STATE OF FLORIDA)
) ss
COUNTY OF SARASOTA)

Before me, the undersigned authority, personally appeared JAMES A. FERGUSON, who was duly sworn, deposes, and states:

1. I am the BUSINESS MANAGER of SARASOTA COUNTY E/T with a local office in SARASOTA, FL and principal office in SARASOTA, FL.

2. The above named entity is submitting an Expression of Interest for the Seminole County project described as: ***RFP-4226-04/AJR*- Budget Software for Seminole County Government**

3. The Affiant has made diligent inquiry and provides the information contained in this Affidavit based upon his own knowledge.

4. The Affiant states that only one submittal for the above project is being submitted and that the above named entity has no financial interest in other entities submitting proposals for the same project.

5. Neither the Affiant nor the above named entity has directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive pricing in connection with the entity's submittal for the above project. This statement restricts the discussion of pricing data until the completion of negotiations and execution of the Agreement for this project.

6. Neither the entity nor its affiliates, nor any one associated with them, is presently suspended or otherwise ineligible from participating in contract lettings by any local, state, or federal agency.

7. Neither the entity, nor its affiliates, nor any one associated with them have any potential conflict of interest due to any other clients, contracts, or property interests for this project.

8. I certify that no member of the entity's ownership, management, or staff has a vested interest in any aspect of or Department of Seminole County.

9. I certify that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with Seminole County.

10. In the event that a conflict of interest is identified in the provision of services, I, on behalf of the above named entity, will immediately notify Seminole County in writing.

DATED this 29th day of SEPTEMBER, 2004.

James A Ferguson
(Affiant)

JAMES A. FERGUSON
Typed Name of Affiant

BUSINESS MANAGER
Title

Sworn to and subscribed before me this 29th **day of** SEPTEMBER, 2004.

Personally known _____

OR Produced identification _____ **Notary Public - State of** FLORIDA

My commission expires 6/30/05

_____
(Type of identification)

_____
(Printed typed or stamped commissioned name of notary public)

CYNTHIA A. SMITH
MY COMMISSION # DD 005580
EXPIRES: June 30, 2005
Bonded Thru Notary Public Underwriters

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL

Cynthia A. Smith

Compliance with the Public Records Law

Upon award recommendation or ten (10) days after opening, submittals become "public records" and shall be subject to public disclosure consistent with Chapter 119, Florida Statutes. Proposers must invoke the exemptions to disclosure provided by law in the response to the solicitation, and must identify the data or other materials to be protected, and must state the reasons why such exclusion from public disclosure is necessary. The submission of a proposal authorizes release of your firm's credit data to Seminole County.

If the company submits information exempt from public disclosure, the company must identify with specificity which pages/paragraphs of their bid/proposal package are exempt from the Public Records Act, identifying the specific exemption section that applies to each. The protected information must be submitted to the County in a separate envelope marked accordingly.

By submitting a response to this solicitation, the company agrees to defend the County in the event we are forced to litigate the public records status of the company's documents.

Company Name: SARASOTA COUNTY GOVERNMENT

Authorized representative (printed): JAMES A. FERGUSON

Authorized representative (signature): James A Ferguson

Date: OCTOBER 1, 2004

Project Number: RFP-4226-04/AJR Budget Software for Seminole County Government

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL

2. QUALIFICATIONS AND EXPERIENCE

It is our understanding that Seminole County is seeking proposals from firms or individuals qualified to provide a state of the art budget package that will provide for all facets of our budget process. We also understand that this should be a solution with flexibility and functionality that will serve as the backbone of the entire budget. The solution that we are proposing will meet all the county's requirements at a minimum and exceed some. The sections below detail the following information, along with our response (YES, NO, with explanation if necessary):

A. Introduction
B. Scope of Services
C. Approach to Project Implementation
D. Similar contracts, dollar values, contact's name and phone number
E. Organization chart for team involved and resumes of personnel working on the project

A. Introduction

GovMax is the only local government budgeting system that integrates strategic planning, budgeting and performance management. It is a hosted solution, installed and maintained at Sarasota County's Suncoast Technology Center. There's no hardware or software to buy, all you need is an Internet connection. With GovMax, you get low-cost access to a high-performance application painstakingly developed over five years and custom designed to serve local government budget professionals. We also fully support the application, helping clients solve both technical and business administration issues.

The Suncoast Technology Center (STC) is a state-of-the-art, secure data center located in Sarasota, FL. This facility provides a collaborative, shared technology infrastructure for government and nonprofit organizations throughout the United States. Equipped with the latest technology, the STC is maintained by our expert network engineers to ensure maximum security, reliability and performance for our hosted infrastructure. We use passcards to restrict access to our data center and only our highly trained technicians are allowed to enter the controlled environment.

What we are advocating is more efficient utilization of available resources, with a twist. Our definition of available resources is broader in scope than traditional government. Technology and the Internet has further broadened that scope. To the extent that we have an application that would benefit your operation, we can host that application for a small share of the total costs of operating and enhancing the software, e.g. GovMax. It is an important part of Sarasota County's unique approach that you understand we are not seeking to profit at the expense of your constituents, rather, we are seeking a win for all of our constituents. It ultimately saves you the investment in the required software, servers, operators and data base administrator, which allows you to redirect those resources to more pressing concerns, and the taxpayers win.

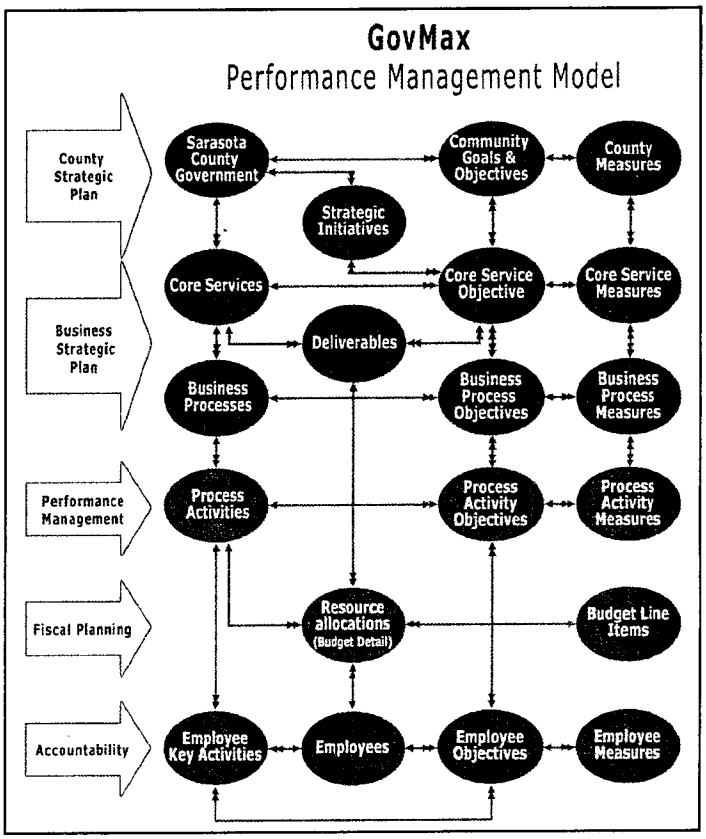
Quality of service is a consideration in any acquisition. Given that GovMax is a hosted solution, the measure of QA/QC is directly related to the availability and reliability of the system. Our current availability is 99.9%. Supporting detailed documentation is available.

Our own implementation of GovMax at Sarasota County resulted in a number of improvements and benefits, some of which included:

- Reduced data editing/verification time from hundreds of hours to ZERO. Because GovMax has one central repository for all budget data, there are no "shadow" systems to merge or re-key.
- Reduced the budget book preparation time from 6-8 weeks to 3-5 DAYS, and
- Virtually eliminated the overtime associated with the budget document preparation.

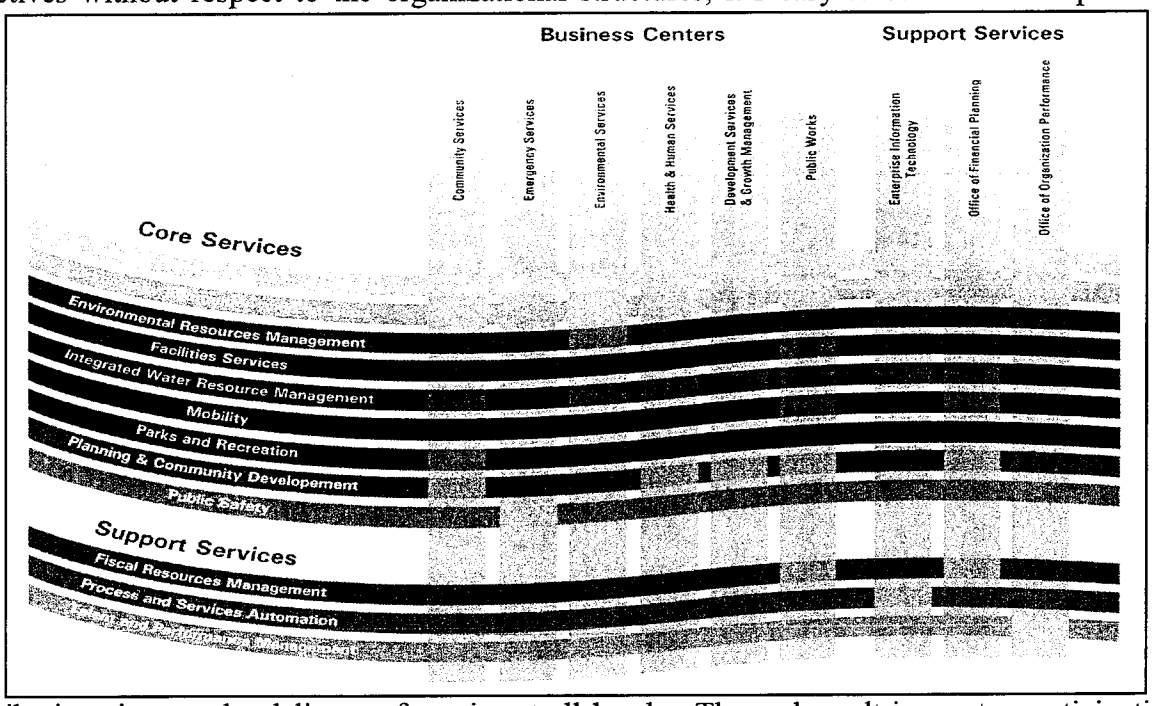
GovMax also supports the strategic planning process in that it directly links all budget issues to one or more of the organization's strategic initiatives. The system:

- Provides a tool to facilitate the execution of the strategy map
- Links the Balanced Scorecard to key management processes
- Provides for the alignment of organization capital and operational expenses to core service deliverables in support of the corporate strategic initiatives
- Creates a performance driven culture by mapping contributions at the employee level back to the enterprise level objectives, thereby supporting the organization's performance management process.



This can best be understood by looking at the GovMax Performance Management model shown to the right. In the upper left corner is the Sarasota County government at the strategic plan level, and to the right the community goals and objectives and its respective measures. Navigating down the chart on the left you're moving down through the organizational structure of the county, along with corresponding objectives and measures. At the process activity level you'll see that the process activity objectives map up to the corresponding business process objectives, which map to the corresponding core service objectives, which ultimately map to the community goals and objectives. In this manner you're able to truly discern whether or not the resources are assigned throughout the organization to truly achieve the corporate level objectives stated by the board. Also, with respect to the objectives at all levels the assignment of budget line item dollars and employee staffing levels required, which are also mapped back to deliverables. The deliverable is the product that the taxpayer perceives, the output of the county processes.

This also facilitates the breakdown of organizational silos. Because we're able to assign budget dollars and employee staffing directly to budget issues in support of corporate initiatives and objectives without respect to the organizational structures, it's easy to see how each person's



contributions impact the delivery of service at all levels. The end result is greater participation and ownership by employees at all levels, integration of processes, everyone's on the same page speaking the same language, all of which ultimately leads to a higher performing organization.

In addition to the above, GovMax also provides the following management-related efficiencies:

- Integrated system automatically applies capital operations and maintenance impact to operating budget
- Enterprise-wide application eliminates re-training when employees transfer within the organization
- Provides a consistent reporting tool across the enterprise, from executive strategy to individual performance
- Ideal for budgeting consolidated services, easily shares information with separate organizations using the system

One of our customers has been quoted as saying, *"We're saving money by the boatload. There was no expensive equipment to buy; we just use our internet connection to access the system. We enter data only once, print reports directly from the system, and financial analysts now can do analyst's work, instead of clerical functions. I'm enamored with the whole concept."*

Our offerings to local government entities are not limited to GovMax. We are expanding to include other applications as well as data backup and disaster recovery capabilities.

As Bob Hanson, our CIO, explains, "This is really about governments collaborating together in a way that returns more to the community with the same amount of dollars."

B. Scope of Services

REQUIREMENT	RESPONSE
The system shall enable integrated real time processing of budget preparation and maintenance; related report generation; and query function.	YES
Must be able to integrate with the County's PeopleSoft/JD Edwards Financial package and Microsoft software.	YES
It must also be able to support IBM WebSphere integration.	While technically feasible, the greatest constituent value arises when utilizing GovMax as a hosted service.
The system shall also be modular in design and allow for integration of new application components.	YES
The system target date is February 2005.	YES, WE CAN MEET THIS TARGET DATE. WE WILL HAVE YOU UP AND RUNNING 3-4 WEEKS FROM WHEN WE BEGIN THE PROJECT.
The contractor shall submit a cost to convert existing data to new software	Your first year costs of GovMax include the conversion costs associated with taking your existing financial planning database into operation in GovMax, should you have multiple sources of data we can mutually design a solution for you at our standard $75 hourly rate.
Contractor shall specify the minimum level of hardware and costs of other items required to implement the proposed system	GovMax is a hosted application installed in the Sarasota Technology Center. All necessary technical infrastructure is included.
The contractor shall present, in detail, features and capabilities of the proposed application software	We will conduct a detailed presentation and demonstration at a mutually agreed-to time and location.

REQUIREMENT	RESPONSE
The proposed system shall be designed with the recognition that the County will have ever-changing requirements. Flexibility shall be provided to meet external and internal management reporting requirements, for example by providing user-controlled sequence, frequency, and content specification for production of reports, and by providing a method of executing ad hoc queries and reports.	Because GovMax was designed by Sarasota County involving our budget personnel, we understand that requirements will be changing from time to time; the ability to include enhancements and changes from has been designed into its architecture. The reporting capability of GovMax is one of its strongest characteristics. There are literally thousands of combinations and variations of reports, all completely driven by user preference. We include a long list of standard reports, each having a variety of presentation and data options. Reports are "on-demand", meaning they do not require a data refresh and can be run at any time.
The system shall also easily accommodate changes; additions and deletions to the database shall not require recompilation of programs not directly related to the changes	Totals are always computed dynamically, no recompilation is required when modifying the data in anyway. The only exception to this is when the standard personnel rates are change (e.g. FICA). There is a "Re-Calc Position Budgets" link that will apply the changes to the standard fringe rates. This Re-Calc can be performed while users are in the system and only take a minute or two to run.
The account code key structure shall be flexible enough to meet various reporting and analysis requirements, without having to duplicate data. It should be able to capture data from a micro and macro level. It must also meet the requirements for State of Florida General Ledger	The General Ledger (GL) Account Structure Key is made up of 2 primary parts. The Org Code and the Account Code. The Org Code can be up to 20 characters long accommodating most structures. Each Org Code has 8 background parts associated with it including the Fund and TFA Code. The Expenditure Account Codes have 2 background parts (Major and Minor) and the Revenue Accounts have 4 background parts (Major, Minor, Source, and Type). The Job Ledger (JL) is supported as well which is also made up of 2 primary components and provides an additional 13 background parts for reporting. Below the account code key, Line Item Detail is entered to farther break down the account for a true micro view.

REQUIREMENT	RESPONSE
The application shall be accessible from any PC in the County's current and future networks	YES, since GovMax is a hosted solution, access is provided as long as the PC is equipped with a web browser and has internet access.
The system shall provide security and access controls to prevent unauthorized use of the database, maintain database process controls, and log all database transactions. In addition, the system shall provide security to limit availability to application software screens, data elements, and the contents of data elements where appropriate. The contractor shall include a detailed description of the proposed system's security features	YES, see Appendix C – GovMax Security.
The reporting and modeling capabilities of the system shall include, but not be limited to, financial analysis, modeling, forecasting, monitoring and reporting, retrieval of historical data, pre-scheduled reporting, and graphical presentation of data and reports	Financial Analysis – Yes Modeling – Yes Forecasting – Yes, 5 years out Monitoring & Reporting – Yes, we can compare actuals vs. projected, as often as needed Retrieval of Historical Data – Yes Pre-scheduled Reporting – Yes Graphical Presentation of data and reports – we provide the ability to export data to Microsoft Excel, which is then used as our tool of choice for graphical and chart production. Graphical capability also resides in the Crystal Enterprise Ad-Hoc Module.
The contractor will be responsible for providing ongoing user and technical support	YES – we will train your system administrator in all facets of the system; once trained he/she will provide first-level support to your user community. We will provide second-level support to your system administrator.
The system shall be in compliance with F.S. 119.084(4) and (6), which relate to the public being able to obtain the information in the database	YES

REQUIREMENT	RESPONSE
The following information shall be provided by the contractor at a minimum as attachments to the RFP response:	
• Software specifications	• See Appendix A – Software Specifications
• Software feature listing	• Refer to enclosed literature.
• Software/Contractor Literature	• Refer to enclosed literature.
• Complete Listing of software database tables and data elements	• See Appendix B – Database Tables and Data Elements
A sample budget calendar can be provided to vendors if requested	YES – we will be happy to provide the budget calendar we use here at Sarasota County
The budget system will need to be on line no later than February 1, 2005	YES – since GovMax is a hosted solution, implementation is quick. As stated above, we can get you up and running in 3-4 weeks from the time the project begins.
Technology Scope of Services:	
o The contractor must comply with Seminole County Security Policy and Procedures (Follow basic ISO 17799)	YES, in compliance
o The contractor must provide documentation related to their application as it relates to security.	See Appendix C – GovMax Security
o The contractor must provide source code so the County can continue to support the application. Source code must be provided in escrow.	We will include a clause in the agreement stating that you will have the option to purchase the software should we cease to support it.
o The software must be Microsoft Windows 2000 server and SQL 2000 minimum, and have no performance issues with NAI VirusScan.	YES, in compliance
o The contractor must provide sufficient documentation to support our writing of custom reports using Crystal Reports over the MS-SQL database.	YES – the data sources are fully documented; custom reports can be generated using the ad-hoc feature of Crystal Enterprise, v.10
o The contractor must ensure that all Microsoft updates/patches, including MS critical updates and services, are	YES

REQUIREMENT	RESPONSE
compatible with vendor software and approved by the vendor to be applied within one week of issue by Microsoft.	
o Technology preferences: We would prefer Java or Visual Basic and use MS-SQL Server for the database. Also would prefer a web client or thin client system	GovMax is a hosted solution; however, our database of choice is MS-SQL Server.
BUDGET MODULE **The following are the functions that are requested in the Budget Package:**	
Prepare operating expenditure and revenue budget for multi-years, with multiple levels for each year	YES
Prepare 5 year capital program budget Can provide samples of current format. Should be able to track unlimited number of CIP years	YES
Ability to perform current year budget comparison and forecasting	YES
Ability to do "What If" scenarios	YES, we will provide a "what-if" database, upon request, for analytical purposes.
Ability to put the budget on the County Web Site	YES, all reports can be produced in PDF format. This includes the budget documents and ad-hoc reports, which can then be posted on your website. No additional software is required to produce the PDF files.
Ability to prepare graphics and charts	We provide the ability to export data to Microsoft Excel, which is then used as our tool of choice for graphical and chart production. Graphical capability also resides in the Crystal Enterprise Ad-Hoc Module.
Full integration with PeopleSoft/JDE general ledger and payroll	Since GovMax is a hosted solution, we would not provide full integration, however, we will provide the capability to apply nightly updates. We currently have one customer running PeopleSoft Financials.

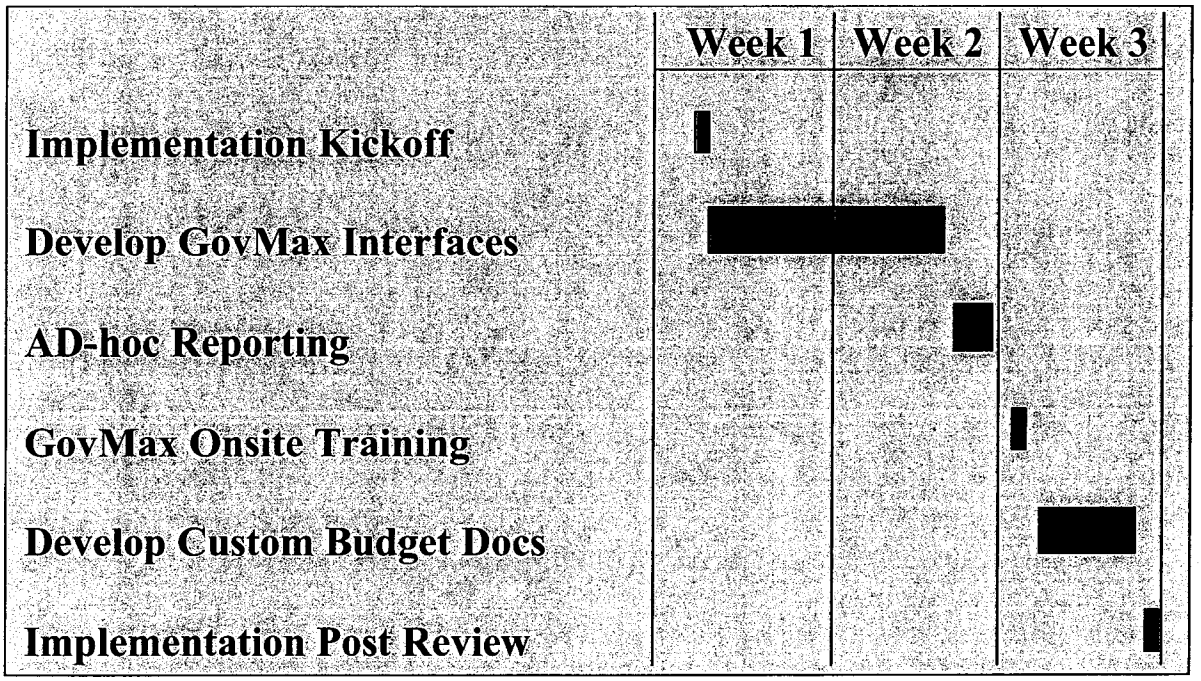
REQUIREMENT	RESPONSE
Online entry for budget preparation worksheets, with numbers and justification on the same screen. Allow for multiple users from same department entry capabilities	YES
Project account tracking for Capital Improvements Budget	YES
Budget accounting and amendment tracking	YES
Ability to integrate performance measures	YES
Process to apply inflation factors to a budget model	YES
Ability to pull prior year information into the system and maintain a minimum of ten years history	YES – we currently only provide two year's of history but plan on making the number of years unlimited so we will make that change in time for your implementation.
Ability to produce budget print ready complete budget strictly from software	YES, to some degree. We currently use GovMax to generate over 90% of our budget document. GovMax easily handles "inserts" of documents from other systems. For example, we include a letter from the County Administrator and an Executive Summary, which are created using a separate word processing system.
Ability to pull and project all salary and fringe benefit information	YES
TRAINING AND IMPLEMENTATION	
The contractor shall train the functional and technical County staff in the proficient use of the software including setup, configuration, routine processes, backup and recovery.	We will provide expert training for the county's "power" users in a train-the-trainer approach. We will also provide training to assist with the system setup procedures, including the loading of the county's organizational, process and data elements.

REQUIREMENT	RESPONSE
The contractor shall provide ongoing functional and technical support including daytime telephone access, for user questions and implementation of future software updates. During the initial installation and subsequent update implementations, the contractor shall provide functional and technical assistance in change management so as to minimize County job performance disruptions caused by such technical and/or organizational changes.	YES
The contractor shall provide implementation training and instructions that explain in detail the implementation process with related costs and specific expectations of all parties involved. The training and implementation target date is February 2005.	YES, our experience has been that you will be up and running in 3-4 weeks from the time the project begins. We are confident that we can make the implementation target date of February 2005.
MAINTENANCE **The contractor shall provide the following support:**	
Telephone support with minimum daytime coverage during the hours of 5 AM - 5 PM, Monday through Friday.	YES
Delivery method of future upgrades and product enhancements	Since GovMax is a hosted solution, defects (though extremely rare) are fixed immediately. In addition, we are sensitive to our clients' budget cycles and will minimize the impact of any new functionality being applied.
Availability of user groups	YES
Problem reporting and resolution procedures	Problem reporting is primarily done via telephone or email. Each instance is tracked internally via a work order; the work order number can be provided to you for internal tracking purposes.
Frequency of upgrades	Since GovMax is a hosted solution, defects (though extremely rare) are fixed immediately. In addition, we are sensitive to our clients' budget cycles and will minimize the impact of any new functionality being applied.

REQUIREMENT	RESPONSE
Give an outline of what services are included	A) GovMax is a hosted service and requires no local system maintenance. Maintenance is provided to the customer in the form of expert consulting services regarding the use of GovMax to achieve desired results. B) 24/7 support is provided. If a defect is discovered, it will be corrected the same day as it is reported. C) 40 hours of custom report programming is provided at no additional cost to the customer including the customization of the formal budget documents. D) Minor changes in functionality that are beneficial to all GovMax users will be provided at no cost and in a timely fashion. E) Custom Data Views will be generated and documented to be used by the customer to perform data exports and generate ad-hoc reports via Crystal Enterprise. F) Custom Modules can be developed and integrated by the GovMax staff at below industry costs after the scope and level of effort has been defined and agreed upon.
The initial phase of maintenance will continue for up to 60 months	Our current agreement has a three-year term, renewable for two additional years. However, we will make a change to accommodate your requirement for a five-year term.

C. Approach to Project Implementation

Shown below is a high-level implementation plan that we will use to implement GovMax at Seminole County. The chart reflects a three-week project plan and is based on the availability of Seminole County resources and access to data. The detail is shown on the next page and assumes a project start date of December 1, 2004. Completion is shown to be December 22, 2004. The project start date is flexible and can be adjusted to accommodate all parties involved. The project plan was developed using Microsoft Project.



Project Start Date: Wed 12/1/04
Project Finish Date: Wed 12/22/04

ID	Task_Name	Duration	Start_Date	Finish_Date	Predecessors	Resource_Names
1	**Implementation Kickoff (on-site)**	1 day	Wed 12/1/04	Wed 12/1/04		
2	Define current processes	0.5 days	Wed 12/1/04	Wed 12/1/04		Seminole,Govmax
3	Define organizational structures	0.5 days	Wed 12/1/04	Wed 12/1/04	2	Seminole,Govmax
4	**Develop GovMax Interfaces**	8 days	Thu 12/2/04	Mon 12/13/04	3	
5	Define fields and format of Peoplesoft/GovMax interface	0.5 days	Thu 12/2/04	Thu 12/2/04	3	Govmax,Seminole
6	Organizational and Account Structures Export	0.5 days	Thu 12/2/04	Thu 12/2/04	5	Seminole
7	Organizational and Account Structures Upload	0.25 days	Fri 12/3/04	Fri 12/3/04	6	GovMax
8	Expenditure/Revenue History Export	0.5 days	Fri 12/3/04	Fri 12/3/04	6	Seminole
9	Expenditure/Revenue History Upload	0.25 days	Fri 12/3/04	Fri 12/3/04	7,8	GovMax
10	FY2004 Budget Detail Export (optional & one time only)	0.5 days	Fri 12/3/04	Fri 12/3/04	8	Seminole
11	FY2004 Budget Detail Import (optional & one time only)	0.25 days	Mon 12/6/04	Mon 12/6/04	10,9	GovMax
12	Position Classification and Benefits Export	2 days	Mon 12/6/04	Tue 12/7/04	10	Seminole

ID	Task_Name	Duration	Start_Date	Finish_Date	Predecessors	Resource_Names
13	Position Classification and Benefits Upload	0.5 days	Wed 12/8/04	Wed 12/8/04	12,11	GovMax
14	Personnel/Payroll Data Export	2 days	Wed 12/8/04	Thu 12/9/04	12	Seminole
15	Personnel/Payroll Data Upload	0.5 days	Fri 12/10/04	Fri 12/10/04	14,13	GovMax
16	Capital Projects Export	1 day	Fri 12/10/04	Fri 12/10/04	14	Seminole
17	Capital Projects Upload	0.5 days	Mon 12/13/04	Mon 12/13/04	16,15	GovMax
18	GovMax to PeopleSoft Budget Uploads	0.5 days	Mon 12/13/04	Mon 12/13/04	17	GovMax
19	**Ad-hoc Reporting**	2 days	Tue 12/14/04	Wed 12/15/04	18	
20	Define initial reporting requirements	0.5 days	Tue 12/14/04	Tue 12/14/04	18	Seminole,Govmax
21	Create Crystal Enterprise data view repository	1 day	Tue 12/14/04	Wed 12/15/04	20	GovMax
22	Setup Crystal Enterprise group for Seminole	0.25 days	Wed 12/15/04	Wed 12/15/04	21	GovMax
23	Walk Thru of creating Ad-hoc reports and Graphs	0.25 days	Wed 12/15/04	Wed 12/15/04	22	Seminole,Govmax
24	GovMax on-site training	1 day	Thu 12/16/04	Thu 12/16/04	23	Seminole
25	**Develop custom Budget Docs**	3.25 days	Fri 12/17/04	Wed 12/22/04	24	
26	Define Budget Doc formats	0.25 days	Fri 12/17/04	Fri 12/17/04	24	Seminole,Govmax
27	Develop Custom Budget Docs	3 days	Fri 12/17/04	Wed 12/22/04	26	GovMax
28	Implementation Post Review	0.5 days	Wed 12/22/04	Wed 12/22/04	27	Seminole,Govmax

D. Similar Contracts

Leon County
Leon County Courthouse
301 S. Monroe Street, 5th Floor
Tallahassee, FL 32301

Contact: Alan Rosenzweig, Director of Management & Budget
850-488-9775

Annual Fee: $ 33,750 (Operating Budget Module only)

City of Tallahassee
300 S. Adams Street
Tallahassee, FL 32301

Contact: Robert T. Wigen, Management Analyst II
850-891-8465

Annual Fee: $35,000 (Operating and Capital Budget Modules)

Monroe County
1100 Simonton Street
Key West, FL 33040

Contact: Sal Zappulla, Budget Director
305-292-4470

Annual Fee: $15,000 (Operating Budget Module only)

E. Implementation Team

Sarasota County backs GovMax with the full resources of our institution and administration. We believe that strongly in the creation of this new software space between the still profit motivated open source movement and the exorbitant more traditional for-profit models. Those resources include the staff of 85 highly trained professionals from our Enterprise Information Technology department, supplemented by strong partnerships with leading providers of development expertise.

There will be two primary members in your GovMax implementation team, Jim Ferguson and John Hicks. Jim has 35 years of fiscal management responsibility, six of which were spent as a coordinator in the Sarasota County Budget office prior to joining the EIT department. He brings a depth of business application knowledge that will surpass what you'll find in any private sector company. John is the Project Manager and has also serves as the GovMax Technical Designer. He has over 20 years of I/T experience, the last ten of which he specialized in fiscal management systems. The entire EIT staff mentioned above backs up John and Jim during the implementation and afterwards in an ongoing support role.

3. FEE SCHEDULE

Price Proposal Sheet – RFP-4226-04/AJR

Element	Description	Qty	Units	Unit $	Total $
#1	Software	1	Each		Included in Maintenance
#2	Integrating	1	Lot		Included in Maintenance
#3	Implementation	1	Lot		Included in Maintenance
#4	Training	120	Hours		Included in Maintenance; see Note 1 below
#5	Maintenance	60	Months	$55,000 / yr	$292,000 see Note 2 below

GRAND TOTAL $	$292,000.00

Note 1: We are proposing a Train-the-Trainer format, where one 8-hour day of on-site training is included as a part of our standard implementation. Experience has proven that this is sufficient for your power uses, allowing them to grasp the concepts enough to successfully train other users. Additional training is available, however, at $75 / person hour, plus expenses. Considering we use two instructors, each additional day would cost $1,200.

Note 2: Our agreement contains a fee adjustment clause (Section C.2, page 5) which states that there is an annual increase calculated in direct proportion to the percentage increase in the cost of living as determined by the Consumer Price Index, or 3%, whichever is less. The 60-month total shown above has been calculated using a 3% annual increase for years 2 through 5:

Year 1: $55,000
Year 2: $56,650
Year 3: $58,350
Year 4: $60,100
Year 5: $61,900

4. APPENDICES

Appendix A. Software Specifications

Software Requirements

1. GovMax is a hosted service thus requiring very little in the way of software requirements.
2. GovMax can be accessed from any location that has access to the Internet using any version of Microsoft's Internet Explorer web browser (IE 4.0 or greater).
3. An industry standard web browser plug-in is required. This Java Runtime Environment plug-in is distributed from Sun Microsystems at no cost. If no Java Runtime plug-in has been installed for the web browser, Version 1.3.1.02 will be installed automatically when running GovMax for the first time. Any version greater to 1.3.1.02 will also work if already installed on the client. Note: This plug-in has been installed on over 1,000 workstations for use with GovMax with no know issues and is commonly used with many leading web applications and/or web sites.

Hardware Requirements

1. GovMax is a hosted service; there are no local hardware requirements.

Appendix B. Database Tables and Data Elements

1. Access to the database is provided thru the ability to export any of the standard GovMax reports and/or ad-hoc reports created by the customer.
2. GovMax incorporates Crystal Enterprise Premium v10 to provide designated users the ability to generate ad-hoc reports and perform data downloads.
3. While many standard data views exist and can be used, the customer will be provided custom data views to be used with the ad-hoc features Crystal Enterprise upon request. The custom data view containing only the desired data elements and user friend names to will be documented in customer terminology.
4. The following is a sample of a custom data view created for an existing customer that they use with Crystal Enterprise to create ad-hoc reports and perform data exports.

Name:	ExpdSummary01		
Description:	Expenditure history and budget forecasts totaled by Org Code and Object Code. Key object is the OrgCode+ObjCode is and unique.		
Fields:	OrgCode	Organization Unit Code	Char [8]
	ObjCode	Account Code	Char [6]
	Actual	Actual Expenditures (History)	Integer
	Budget	Approved Budget (History)	Integer
	Adjusted	Amended Budget (History)	Integer
	Appropriations	Appropriated YTD	Integer
	Encumbrances	Current Encumbrances	Integer
	Expenditures	Expenditures YTD	Integer
	AmountYr1	Budget Amount Year 1 total	Integer
	AmountYr2	Budget Amount Year 2 total	Integer
	AmountYr3	Budget Amount Year 3 total	Integer
	AmountYr4	Budget Amount Year 4 total	Integer
	AmountYr5	Budget Amount Year 5 total	Integer
	OrgCodeDesc	Name of Organizational Unit	Char [60]
	AcctDesc	Account Name	Char [60]
	TfaCode	TFA Code	Char [3]
	TfaDesc	TFA Code Name of TfaCode	Char [60]
	Fund	Fund Code of OrgCode	Char [3]
	FundDesc	Fund Name of OrgCode	Char [60]
	Bc	Business Center Code of OrgCode	Char [2]
	BcDesc	Business Center Name of OrgCode	Char [60]
	SubBc	Business Unit Code of OrgCode	Char [4]
	SubBcDesc	Business Unit Name of OrgCode	Char [60]
	DeptNumb	Department Code of OrgCode	Char [3]
	DeptDesc	Department Name of OrgCode	Char [60]
	Division	Division Code of OrgCode	Char [5]
	DiviDesc	Division Name of OrgCode	Char [60]
	Program	Program Code of OrgCode	Char [5]
	ProgDesc	Program Name of OrgCode	Char [60]
	FunctCode	Function Code of OrgCode	Char [2]

	FunctDesc	Function Name of OrgCode	Char [60]
	Major	Account Major of ObjCode	Char [2]
	MajorDesc	Account Major Name of ObjCode	Char [60]
	Minor	Account Minor of ObjCode	Char [3]
	MinorDesc	Account Minor Name of ObjCode	Char [60]

Appendix C. GovMax Security

System Security

1. Each GovMax customer is provided a separate database to ensure no outside access is given.
2. A GovMax Administrator user account will be provided to the customer. Using this account, the customer will maintain the GovMax security for their organization. The local GovMax Administrator may create other administrators within the organization if desired.
3. A login and password provided from the local GovMax Administrator is required to access the system.

User Security

1. The local GovMax administrator controls which modules a user will have access to and their edit rights.
2. Access to data associated with the different areas of the organization is provided using what is called "Work Scopes" within GovMax. A user may be assigned one of four work scope levels: "Organizational Wide", "Business Center Wide", "Business Unit Wide" or "Assigned Org Codes Only".
3. Edit rights to the modules making up GovMax must be granted to the users as well.
4. The ability to lock down the budget is provided prevent the end-users from changing anything that will affect the budget amounts. Any one or all of the 5-year budget amounts can be locked down from the end-user while the budget analyst can continue to change the budget amounts (while balancing funds for example). The budget amounts can be locked down entirely so that even the budget analyst cannot change the amounts if desired (after funds are balanced and preparing to print the document).
5. Users can continue to work on their narratives and performance measures if desired even if the budget amounts are locked out from them.

Transaction Logging

1. The last time of login is recorded when accessing GovMax.
2. A "Change Log" is maintained which shows the user, time and what was changed regarding to a budget amount.
3. At this time, only user changes that affect the budget forecasts are logged. Complete transactional logging will be provided in the future.

Security Terminology

1. Org Code – This represents an organizational unit. The Org Code including Fund, TFA, Department, Division, Function and Business Unit associates several background parts.
2. Business Unit – Many organizations simply use their departments as the Business Units. Business Units are typically a small collection of similar departments that share resources and are associated to a Business Center.
3. Business Center – Most organizations have business centers although they may call them something else. Another common term for Business Center is Service Area or Branch of the Government. A Business Center is a collection of Business Units or Departments.
4. Work Scope – The collection of Org Codes an end-user is assigned access to.

END OF DOCUMENT

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