



LAKE COUNTY FOREST PRESERVES
www.LCFPD.org

Preservation, Restoration, Education and Recreation

DATE: June 9, 2016

MEMO TO: S. Michael Rummel, Chair
Finance and Administrative Committee

Agenda Item# 8.2

FROM: Steve Neaman
Director of Finance

SUBJECT: Annual Support and License Agreement for MUNIS Software

RECOMMENDATION: Recommend approval of a Resolution approving an Annual Support and License Agreement for Financial Software to Tyler Technologies, Inc., MUNIS Division, Falmouth, Maine, in the Contract Price of \$71,222.27 for Fiscal Year 2016/17.

STRATEGIC DIRECTION SUPPORTED: Organizational Sustainability

FINANCIAL DATA: \$84,970 is budgeted in the FY 2016-17 Finance budget (12244000-701400) and Audit budget (22104000-701400).

BACKGROUND: The Annual Support and License Agreement is required to utilize the MUNIS financial software. This agreement provides the District with daily customer support services for all the financial modules including Accounts Receivable, General Ledger, Accounts Payable, Budget, Fixed Assets, Project Accounting, Requisitions, Purchase Orders, Munis Office, CAFR Statement Builder, Role Tailored Dashboard, GUI License, and Crystal Reports. In addition, the agreement includes annual licensing and all software updates for a period of one year.

REASON FOR RECOMMENDATION: Committee recommendation and Board approval are required in accordance with District Policy.

REVIEW BY OTHERS: Chief Operations Officer, Accounting Manager, Corporate Counsel

PRESENTER: Steve Neaman

STATE OF ILLINOIS)
) SS
COUNTY OF LAKE)

**BOARD OF COMMISSIONERS
LAKE COUNTY FOREST PRESERVE DISTRICT
REGULAR JUNE MEETING
JUNE 14, 2016**

MADAM PRESIDENT AND MEMBERS OF THE BOARD OF COMMISSIONERS:

Your **FINANCE AND ADMINISTRATIVE COMMITTEE** presents herewith "A Resolution approving an Annual Support and License Agreement for MUNIS Software" and requests its adoption.

FINANCE AND ADMINISTRATIVE COMMITTEE:

Date: 6-9-2016 Roll Call Vote: Ayes: ____ Nays: ____
 Voice Vote Majority Ayes; Nays: 0

**LAKE COUNTY FOREST PRESERVE DISTRICT
LAKE COUNTY, ILLINOIS**

**A RESOLUTION APPROVING AN ANNUAL SUPPORT AND LICENSE AGREEMENT
FOR MUNIS SOFTWARE**

WHEREAS, the Lake County Forest Preserve District (the "District") purchased MUNIS financial software under a contract dated March 16, 2001 with Tyler Technologies, Inc., MUNIS Division, Falmouth, Maine ("Licensor"); and

WHEREAS, such contract provides for support and licensing for the software on a renewable annual basis; and

WHEREAS, the software requires annual updates and licensing from Licensor; and

WHEREAS, all departments, primarily the Finance Department, require customer support to process transactions accurately and efficiently; and

WHEREAS, the support, licensing, updates, and other services (the "Services") require personal confidence and the proposal for the Services submitted by Licensor is the most advantageous to the District;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Lake County Forest Preserve District, Lake County, Illinois, THAT:

Section 1: Recitals. The recitals set forth above are incorporated as part of this Resolution by this reference.

Section 2: Award of Contract. The proposal for Services submitted by Licensor in the amount of \$71,222.27 (the "Contract Price") is hereby accepted and a contract for the Services in substantially the form attached hereto (the "Contract") is hereby awarded to Licensor.

Section 3: Execution of Contract. The Executive Director of the District is hereby authorized and directed to execute the Contract for the Services in the amount of the Contract Price with Licensor.

Section 4: Payments. The Treasurer shall make payments under the Contract only pursuant to and in accordance with the Contract Terms.

Section 5: Effective Date. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this _____ day of _____, 2016.

AYES:

NAYS:

APPROVED this _____ day of _____, 2016.

Ann B. Maine, President
Lake County Forest Preserve District

ATTEST:

Julie Gragnani, Board Secretary
Lake County Forest Preserve District

Exhibit No. _____



Empowering people who serve the public®

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

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

**THIS IS NOT AN INVOICE
 PROFORMA**

Company	Order No.	Date	Page
045	79675	05/18/2016	1 of 2

To: LAKE COUNTY FOREST PRESERVES
 ATTN: Stephen Neaman
 1899 WEST WINCHESTER ROAD
 LIBERTYVILLE, IL 60048

Ship To: LAKE COUNTY FOREST PRESERVES
 ATTN: Stephen Neaman
 1899 WEST WINCHESTER ROAD
 LIBERTYVILLE, IL 60048

Customer Grp/No.	Customer PO#	Payment Terms	Currency Code	Ship Via	Salesperson Cd
1 2116		Net 30	USD	MISC	

No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
Contract No.: LAKE CTY FOREST PRESERVES							
1 Renewal: MUNSUPPORT-E-GL SUPPORT & UPDATE LICENSING - ACCTG/GL/BUDGET/AP Maintenance Plan: ; Start: 07/07/2016, End: 07/06/2017; Term: 12 months	No	1	1	EA	22,897.88	.00	22,897.88
2 Renewal: MUNSUPPORT-E-AR SUPPORT & UPDATE LICENSING - ACCOUNTS RECEIVABLE Maintenance Plan: ; Start: 07/07/2016, End: 07/06/2017; Term: 12 months	No	1	1	EA	6,296.58	.00	6,296.58
3 Renewal: MUNSUPPORT-E-FA SUPPORT & UPDATE LICENSING - FIXED ASSETS Maintenance Plan: ; Start: 07/07/2016, End: 07/06/2017; Term: 12 months	No	1	1	EA	6,927.06	.00	6,927.06
4 Renewal: MUNSCRYW-D SUPPORT & UPDATE LICENSING - CRYSTAL REPORTS Maintenance Plan: ; Start: 07/07/2016, End: 07/06/2017; Term: 12 months	No	1	1	EA	3,718.32	.00	3,718.32
5 Renewal: MUNSUPPORT-E-OFF SUPPORT & UPDATE LICENSING - MUNIS OFFICE Maintenance Plan: ; Start: 07/07/2016, End: 07/06/2017; Term: 12 months	No	1	1	EA	4,722.44	.00	4,722.44
6 Renewal: MUNSUPPORT-E-PA SUPPORT & UPDATE LICENSING - PROJECT ACCOUNTING Maintenance Plan: ; Start: 07/07/2016, End: 07/06/2017; Term: 12 months	No	1	1	EA	5,208.67	.00	5,208.67
7 Renewal: MUNSUPPORT-E-PO SUPPORT & UPDATE LICENSING - PURCHASE ORDERS Maintenance Plan: ; Start: 07/07/2016, End: 07/06/2017; Term: 12 months	No	1	1	EA	6,869.37	.00	6,869.37
8 Renewal: MUNSUPPORT-E-REQ SUPPORT & UPDATE LICENSING - REQUISITIONS Maintenance Plan: ; Start: 07/07/2016, End: 07/06/2017; Term: 12 months	No	1	1	EA	4,865.28	.00	4,865.28
9 Renewal: MUNSUPPORT-E-CAFR SUPPORT & UPDATE LICENSING - CAFR STATEMENT BUILDER Maintenance Plan: ; Start: 07/07/2016, End: 07/06/2017; Term: 12 months	No	1	1	EA	3,578.72	.00	3,578.72



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

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

THIS IS NOT AN INVOICE PROFORMA

Company	Order No.	Date	Page
045	79675	05/18/2016	2 of 2

No. Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
10 Renewal: MUNSUPPORT-E-PORTAL SUPPORT & UPDATE LICENSING - ROLE TAILORED DASHBOARD Maintenance Plan: ; Start: 07/07/2016, End: 07/06/2017; Term: 12 months	No	1	1	EA	3,438.15	.00	3,438.15

Does not include any applicable taxes

Order Total: **68,522.47**

We would like to continue on the current maintenance plan

- Our Purchase Order is enclosed
- Our Purchase Order is _____
- Purchase Order is not required to be invoiced

AN INVOICE WILL BE SENT AFTER CONFIRMATION OF ORDER

Comments:



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

Questions

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Company	Order No.	Date	Page
045	79548	05/16/2016	1 of 1

To: LAKE COUNTY FOREST PRESERVES
 ATTN: Stephen Neaman
 1899 WEST WINCHESTER ROAD
 LIBERTYVILLE, IL 60048

Ship To: LAKE COUNTY FOREST PRESERVES
 ATTN: Stephen Neaman
 1899 WEST WINCHESTER ROAD
 LIBERTYVILLE, IL 60048

Customer Grp/No.	Customer PO#	Payment Terms	Currency Code	Ship Via	Salesperson Cd
1 2116		Net 30	USD	MISC	

No.	Item/ Description/ Comments	Drop Ship	# Users	Quantity	U/M	Unit Price	Disc %	Total Cost
Contract No.: LAKE CTY FOREST PRESERVES								
1	Renewal: MUNGUIUP-D MUNIS GUI SITE LICENSE SUPPORT Maintenance Plan: ; Start: 07/07/2016, End: 07/06/2017; Term: 12 months	No	1	1	EA	2,700.00	.00	2,700.00

Does not include any applicable taxes

Order Total: 2,700.00

We would like to continue on the current maintenance plan

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

AN INVOICE WILL BE SENT AFTER CONFIRMATION OF ORDER

Comments: