
MEMORANDUM



TO: Mayor Walker and Councilors
FROM: M McPherson, City Administrator
E Yost, Technology Services Manager
SUBJECT: **Authorize Purchase of Finance Software**
DATE: March 8, 2022

Background:

The approved 2022 CIP includes \$60,000 for the purchase of either new or upgraded finance software. We currently have software that is called Civic Systems (Caselle). Research on other systems resulted in the following:

- Tyler Technologies – no response
- Springbrook – no response
- MyGov – did not meet the budgeting and financial requirements we requested
- OpenGov – well outside our budget and recommended that we upgrade our current software
- GovSense – estimated purchase price between \$150,000 and \$250,000 with an annual support cost of \$60,000

Staff observed a demonstration of the newest version of Civic Systems and found it to be user friendly and provided the necessary accounting, payroll, human resources, asset management and budgeting modules that the City needs to move our financial processes into the electronic world and away from heavy utilization of paper. Accountant Hodge remarked how much saving there would be in time and effort with the new system.

Attached is the summary of the upgrade costs for what we currently have (upper chart) and the additional modules we are acquiring (lower chart). The miViewPoint will be especially useful for Department Heads and Managers as it will give them real time access to reports and budgeting.

The total investment is under budget at \$56,590. This is a cloud-based system which will reduce our future system upgrade and retention costs. Our annual support costs will increase from \$5,000 annually to just under \$11,000 annually.

The City of Milaca recently switched from Banyon to Civic Systems and are happy with their decision. Support from Banyon was not very good; “less than stellar” was the quote. The City of Cambridge is also a recent convert to Civic Systems and they are also happy with its performance.

Implementation should take 10-12 weeks. Implementation of miTime (electronic timesheets) will be the last module implemented and will be phased in to allow sufficient time to work with departments with more complicated time allotments like Police and Public Works.

Recommendation:

Staff recommends that the City Council authorize purchase of finance software from our current vendor Civic Systems.