



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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www.rochesterhills.org

Legislative File No: 2022-0216

TO: Mayor and City Council Members
FROM: Tom Howley, Director Management Information Systems
DATE: May 9, 2022
SUBJECT: Annual Support and Software Maintenance for Equalizer Software Products

REQUEST:

City Council is requested to authorize a blanket purchase order in the amount not-to-exceed \$30,679.00 for annual support and software maintenance for the City's Equalizer - Building, Field Inspection, Assessing, Tax, Special Assessments, Misc. Receivables and Cash Receipting Software to BS&A Software, Bath, Michigan from May1, 2022 through May 1, 2023.

REASON FOR PURCHASE:

The City utilizes BS&A to provide its Equalizer application suite consisting of modules for Assessing, Taxation, Special Assessments, Misc. Receivables, Building and Cash Receipting.

The software is proprietary and the annual support and maintenance purchase is for the period of: EQ-

EQ-Permit Application Submission
EQ-Cash Receipting System
EQ-General Ledger/Budgeting System
EQ-Field Inspection System
EQ-Community Development System
EQ-Assessing System
EQ-Miscellaneous Receivables System
EQ-Special Assessment System
EQ-Tax System

PROCESS:

Vendor Name and Address:

BS&A Software
14965 Abbey Lane
Bath, MI 48808

Reason for Selection:

Sole Source/Proprietary Software

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funding is included in the FY 2022 Adopted Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
MIS	636.934000	Maintenance-Software	\$32,160	\$30,679	\$1,481

RECOMMENDATION:

It is recommended that City Council authorize a blanket purchase order in the amount not-to-exceed \$30,679.00 for Annual Support and Software Maintenance for the City's Equalizer - Building, Field Inspection, Assessing, Tax, Special Assessments, Misc. Receivables and Cash Receipting Software to BS&A Software, Bath, Michigan.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney Yes N/A