



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
248.656.4630  
[www.rochesterhills.org](http://www.rochesterhills.org)

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Legislative File No: 2013-0381

**TO:** Mayor and City Council Members

**FROM:** Bob Grace, MIS Department  
Kurt Dawson, Assessing and Treasury Departments

**DATE:** October 14, 2013

**SUBJECT:** Assessing and Treasury Software Upgrade

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**REQUEST:**

City Council is requested to authorize the purchase of an upgrade to a new version of the BS&A Assessing, Tax, Miscellaneous Receivable, and Special Assessment Software; and training for the new applications in the amount of \$64,035.00 from BS&A Software, Bath, Michigan.

**REASON FOR PURCHASE:**

Assessing and Treasury utilize the BS&A Software Equalizer Programs. This upgrade will enhance our Data Share with Oakland County as Oakland County Treasury and Equalization will be converting to the Equalizer.Net Program in 2013/2014. We will also be able to better integrate with the Building Department's Equalizer.Net Program (IS-16A) and GIS. The Equalizer. Net Programs will improve functionality. This new software offers a larger amount of new features including improved reporting and charting capability.

BS&A Software estimates that they will no longer support the current system in approximately 5-6 years. BS&A Software is no longer enhancing the current software with new features outside of state mandated changes.

**PROCESS:**

**Vendor Name and Address:**

BS&A Software  
14965 Abbey Lane  
Bath, MI 48808

**Reason for Selection:**

Sole Source – Software Upgrade

**Method of Purchase:**

Contract

**BUDGET:**

Funds are included as part of the Adopted FY 2014 Budget.

<b>Fund Name</b>	<b>Department Account No</b>	<b>Account No. Description</b>	<b>Budget Amount</b>	<b>Cost</b>	<b>Remaining Budget</b>
Professional Services	636.801000	Professional Services (training)	\$3,300.00	\$3,300.00	\$0.00
Other Expenses	636.934000	Maintenance: Software (annual)	\$13,730.00	\$13,730.00	\$0.00
Capital Outlay	636.980000	Office Equipment & Furniture (software)	\$52,320.00	\$47,005.00	\$5,315.00

**RECOMMENDATION:**

It is recommended that City Council authorize the purchase of an upgrade to a new version of the BS&A Assessing, Tax, Miscellaneous, Receivable, and Special Assessment Software; and training for the new applications in the amount of \$64,035.00 from BS&A Software, Bath, Michigan.

<b>APPROVALS:</b>	<b>SIGNATURE</b>	<b>DATE</b>
Department Review		
Department Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		