

City Council – Action Request Form

Date: March 16, 2020

To: Mayor, Mayor Pro Tempore, and Members of the City Council

From: Ben Rowe, Assistant City Manager;
Tom Kureczka, Chief Information Officer

Council Action Requested:

Resolution Approving the Renewal of a Contract with Mitchell Humphrey for Software Maintenance and Support Services for the City’s Financial Management Services

Strategic Focus Area: Service Excellence

Strategic Objective: Ensure Service Delivery Efficiency and Effectiveness

Strategic Plan Action Item: No

Key Work Item: No



Summary of Information:

A \$1.55 million technology solution was approved by City Council in 2001 to support the City’s core financial system needs. The solution included licensing and software from Mitchell Humphrey, computer hardware, and professional services. The Mitchell Humphrey software continues to provide these core financial needs and additional services added since 2001. The components include fund accounting and general ledger, budgeting, accounts receivable, accounts payable, fixed assets, purchasing, inquiry, and reporting capabilities.

The terms of the original agreement with Mitchell Humphrey require payment of an annual maintenance fee for technical support, software updates, and account management. This support is required to ensure that the Mitchell Humphrey software will support new government and tax reporting requirements, operate on new hardware, be compatible with changes in the network and computer server systems, and remain compatible with other software applications that interface with it. Since 2016, maintenance fees have increased 3% annually, very consistent with the software industry. The total proposed maintenance fee to Mitchell Humphrey for the annual period of April 1, 2020 through March 31, 2021 is \$150,850.

Committee Action:

Committee

Action

For

Against

Remarks:

Approval is requested to renew the annual maintenance agreement with Mitchell Humphrey. Funding is allocated in the FY19-20 Information Systems budget. It is further requested that the authorization be provided to renew for three consecutive years at an amount not to exceed 3% annual increases.

Exhibit A includes workforce demographics for Mitchell Humphrey.