

COUNCIL COMMUNICATION

From: The City Manager

Subject: Purchase of BS&A Software modules

Manager's Recommendation:

I recommend that a purchase order be approved and issued to BS&A Software in the amount of \$27,875 for the purchase of BS&A Software Tax, Special Assessment and Delinquent Personal Property modules.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this purchase are available in the following: Department of Fiscal Services Administration's Computer Software Account No. 101-1740-711.73-25 (\$5,200.00); Controller Office's Computer Software Account No. 101-1741-711.73-25 (\$6,090.00), Treasury's Computer Software Account No. 101-1743-711.73-25 (\$6,525.00), Assessor Office's Computer Software Account No. 101-1744-711.73-25 (\$7,830.00), Sewer Fund – Administration's Computer Software Account No. 590-4810-851.73-25 (\$1,115.00), and Water Fund – Administration's Computer Software Account No. 591-4710-851.73-25 (\$1,115.00).

Justification:

The settlement and billing of property taxes in the State of Michigan has developed into an extremely cumbersome and time-consuming process. BS&A is a software company that produces software exclusively for local governments in Michigan. The majority of local governments in Michigan use the BS&A tax modules. The City of Saginaw currently uses BS&A Equalizer Assessing module in the Fiscal Services Assessing Division for assessing property. The BS&A tax modules are the coordinating modules to the assessing module. Since the modules are designed exclusively for Michigan tax code, the addition of the requested modules will significantly improve the efficiency and accuracy of the property tax billing and settlement process.

The sealed bid process was waived because BS&A Software is the proprietary owner and sole source provider for these software modules.

Council Action:

Council _____ moved that the recommendation of the City Manager be approved.