

RESOLUTION R-28-13

A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT
WITH BAECORE GROUP OF SCHAUMBURG, IL
FOR ENTERPRISE RESOURCE PLANNING (ERP) CONSULTING SERVICES

WHEREAS, the City of Wheaton, DuPage County, Illinois ("City") is an Illinois Home Rule municipality pursuant to provisions of Article VII, Section 6, of the Illinois Constitution, 1970, and as such the City may exercise any power and perform any function pertaining to its government and affairs; and

WHEREAS, the subject matter of this resolution pertains to the government and affairs of the City and its residents; and

WHEREAS, the City is implementing Tyler Technologies' Munis Enterprise Resource Planning (ERP) software system to replace many of its existing software systems; and

WHEREAS, to achieve the ERP system objectives, it is necessary to hire professional services for Project Management, Business Process Consulting, and Implementation Support; and

WHEREAS, the City has determined it to be in the best interests of the City and its residents to enter into an agreement with Baecore Group for Project Management, Business Consulting and Implementation Support.

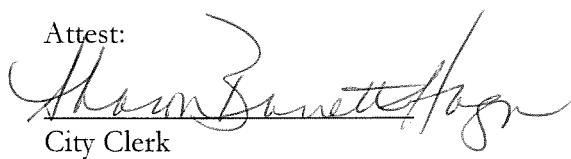
NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Wheaton, DuPage County, Illinois, that the Mayor is hereby authorized to execute an agreement between the City of Wheaton and Baecore Group for Project Management, Business Consulting and Implementation Support for the implementation of the Tyler Enterprise Resource Planning (ERP) software.

Adopted this 1st day of April, 2013.



Michael J. Gresk
Mayor

Attest:



Shaw Bennett Hagan
City Clerk

Roll Call Vote:

Ayes: Councilman Rutledge
Councilman Saline
Mayor Gresk

Councilwoman Pacino Sanguinetti

Councilman Scalzo

Councilman Suess

Councilman Mouhelis

Nays: None

Absent: None

Motion Carried Unanimously

This number must appear on
all invoices and documents.

No. C 36559

Agreement Between the City of Wheaton, Illinois and Baecore Group for Consultation Services: ERP Implementation as depicted in Exhibit A

This Agreement is entered into by and between the City of Wheaton, an Illinois municipal corporation ("City"), 303 West Wesley Street, Wheaton, IL 60187, and Baecore Group ("Consultant"), 1425 West Schaumburg Road; suite 386; Schaumburg, IL 60194.

WITNESSETH:

Whereas, the City has determined that it is reasonable and appropriate to hire a consultant to provide those services, and at those prices (hereinafter the "Work"), described in and consistent with Exhibit A which is attached hereto and incorporate herein as is fully set forth, and

Whereas, the Consultant has demonstrated extensive experience performing this work for other local entities; and

Now, therefore, for in consideration of their mutual promises, terms, covenants, agreements, and conditions recited in this Agreement, the City and the Consultant hereto do hereby agree as follows:

- 1. Scope of Services.** The Recital paragraphs are incorporated herein as substantive terms and conditions of this Agreement and as representing the intent of the Parties.. The Consultant shall furnish all labor, materials, and equipment to provide and perform the Work. The Consultant represents and warrants that it shall perform the Work in a manner consistent with the level of care and skill customarily exercised by other professional Consultants under similar circumstances.
- 2. Compensation.** The City shall compensate the Consultant according to the terms of the Consultant's proposal and the pricing set forth in Exhibit A.
 - a. Project Management Services may be billed quarterly prior to said service period.
 - b. All other services shall be authorized in writing via a Work Order from the City of Wheaton's Project Manager or Procurement Officer and billed as incurred. Authorizations will be in accordance to the yet-to-be-developed Tyler Project Plan.
- 3. Term of Agreement:** This Agreement shall become effective upon the latter of the date accepted and signed by the City and the date accepted and signed by the Consultant. It shall be in effect through the completion of the Tyler ERP system which is projected to be mid-late 2016, and shall be subject for renewal of select services if Service Provider maintains or reduces costs.
 - a. Project Management Services for Phase 1 shall begin with the Tyler Kick-Off meeting (date TBD).
 - b. All other services shall be scheduled in accordance with the yet-to-be-developed Tyler Project Plan.
 - c. The City reserves the right to opt out of proposed services, or discontinue a scheduled service if City provides thirty (30) day written notice.
- 4. Additional Services.** The Consultant shall provide only the Work specified in this Agreement and attached Exhibits. In the event the Consultant or the City determines that additional goods and/or services are

required to complete the Work, such additional goods shall not be provided and/or such additional services shall not be performed unless authorized in writing by the City. Terms, frequency, and prices for additional services shall be as mutually agreed upon in writing by the City and the Consultant.

5. *Other Entity Use.* The Consultant may, upon mutual agreement, permit any municipality or other governmental agency to participate in the contract under the same prices and terms and conditions, if agreed to by both the Consultant and the other municipality or governmental agency.

6. *Hold Harmless and Indemnification.* The Consultant shall defend, hold harmless, and indemnify the City, its directors, officers, employees, agents, and elected officials, in whole or in part from and against any and all liabilities, losses, claims, demands, damages, fines, penalties, costs, and expenses, including, but not limited to, reasonable attorneys' fees and costs of litigation, and all causes of action of any kind or character, except as otherwise provided herein, to the extent that such matter arises from either of the following:

- a) The Consultant's breach of any term, provision, warranty, standard or requirement of this Agreement including, but not limited to, those provisions of this Agreement pertaining to the Consultant's services; or
- b) The negligence or willful misconduct of the Consultant, its employees, agents, representatives, and subcontractors.

In the event that any claim for indemnification hereunder arises from the negligence or willful misconduct of both the Consultant and the City, the parties agree that any and all liabilities, losses, claims, demands, damages, fines, penalties, costs, and expenses shall be apportioned between the parties on the basis of their comparative degrees of fault, except as otherwise herein provided. The indemnity herein created shall be limited to the extent of insurance coverage of Baecore Group but only so long as the insurance remains in effect and shall survive the termination of this Agreement.

7. *Insurance.* The Consultant and each of its agents, subcontractors, and consultants hired to perform the Work shall purchase and maintain during the term of this contract insurance coverage which will satisfactorily insure the Consultant and, where appropriate, the City against claims and liabilities which may arise out of the Work. Such insurance shall be issued by companies authorized to do business in the State of Illinois and approved by the City. The insurance coverages shall include, but not necessarily be limited to, the following:

- a) Worker's compensation insurance with limits as required by the applicable statutes of the State of Illinois. The employer's liability coverage under the worker's compensation policy shall have limits of not less than FIVE HUNDRED THOUSAND DOLLARS (\$500,000.00) each accident/injury and FIVE HUNDRED THOUSAND DOLLARS (\$500,000.00) each employee/disease.
- b) Commercial general liability insurance protecting the Consultant against any and all public liability claims which may arise in the course of performance of this contract. The limits of liability shall be not less than ONE MILLION DOLLARS (\$1,000,000.00) each occurrence bodily injury/property damage combined single limit and ONE MILLION DOLLARS (\$1,000,000.00) aggregate bodily injury/property damage combined single limit. The policy of commercial liability insurance shall include contractual liability coverage and an endorsement naming the City as an additional insured.
- c) Professional liability insurance with limits of not less than ONE MILLION DOLLARS (\$1,000,000.00) per claim covering the Consultant against all sums which the Consultant may become obligated to pay on account of any liability arising out of the performance of the professional services for the City under this contract when caused by any negligence act, error,

or omission of the Consultant or of any person employed by the Consultant or any others for whose actions the Consultant is legally liable. The professional liability insurance shall remain in force for a period for not less than four (4) years after the completion of the services to be performed by the Consultant under this contract.

8. ***Compliance with Laws.*** Consultant shall comply with all applicable federal, state, and local laws, rules, and regulations, and all City ordinances, rules and regulations now in force or hereafter enacted, in the provision of the goods and/or performance of the services required under this Agreement.
9. ***Freedom of Information Act:*** Consultant shall, within twenty four hours of the City's request, provide any documents in the Contractor's possession related to the contract which the City is required to disclose to a requester under the Illinois Freedom of Information Act. This provision is a material covenant of this Agreement.
10. ***Termination of Contract.*** If the Consultant fails to perform according to the terms of this Agreement, then, upon written notice of failure to perform, Consultant shall be granted thirty (30) days to cure any failure to perform or breach under this Agreement. If after thirty (30) days the Consultant has failed to cure the noticed breach or failure to perform under this Agreement, then the City may terminate this Agreement upon written notice to the Consultant. In the event of a termination, the City shall pay the Consultant for services performed as of the effective date of termination, less any sums attributable, directly or indirectly, to Consultant's breach. The written notice required under this paragraph shall be either (i) served personally during regular business hours; (ii) served by facsimile data transmission during regular business hours; or (iii) served by certified or registered mail, return receipt requested, addressed to the address listed in this Agreement with postage prepaid and deposited in the United States mail. Notice served personally and by facsimile data transmission shall be effective upon receipt, and notice served by United States mail shall be effective three (3) business days after mailing. The City shall give the Consultant reasonable assistance in curing any breach or failure to perform under this Agreement, and both parties will continue to act in good faith and under the terms of this Agreement during the thirty (30) day cure period.
11. ***Termination without Cause.*** This contract may be terminated by the City without cause upon ninety (90) days written notice to Consultant. Upon such termination Consultant shall be paid for all services performed up to the effective date of the termination.
12. ***Cancellation for Unappropriated Funds:*** The obligation of the City for payment to a Consultant is limited to the availability of funds appropriated in a current fiscal period, and continuation of the contract into a subsequent fiscal period is subject to appropriation of funds, unless otherwise authorized by law.
13. ***Default.*** In case of default by the Consultant the City will procure articles or service from other sources and hold the Consultant responsible for any excess cost incurred as provided for in Article 2 of the Uniform Commercial Code. The City reserves the right to cancel the whole or any part of the contract if the Consultant fails to perform any of the provisions in the contract, fails to make delivery within the time stated, becomes insolvent, suspends any of its operations, or if any petition is filed or proceeding commenced by or against the Consultant under any State or Federal law relating to bankruptcy arrangement, reorganization, receivership, or assignment for the benefit of creditors subject to the thirty (30) day cure period outlined in Section 10. Consultant will not be liable to perform if situations arise by reason of strikes, acts of God or the public enemy, acts of the City, fires or floods.
14. ***Patents/Copywrite:*** Consultant agrees to protect, defend, and save the City harmless against any demand for payment for the use of any patented material process, article, or device that may enter into

the manufacture and construction, or copywrited material that form a part of the Work covered by the contract.

15. Discrimination Prohibited. Consultant shall comply with the provisions of the Illinois Human Rights Act, as amended, 775 ILCS 5/1-101 et seq. (1992 State Bar Edition), and with all rules and regulations established by the Department of Human Rights. The Consultant agrees that it will *not deny employment to any person or refuse to enter into any contract for services provided for in this Agreement to be performed on its behalf on the basis of unlawful discrimination as defined in the Illinois Human Rights Act.*

16. Status of Independent Consultant. Both City and Consultant agree that Consultant is an Independent Consultant in the performance of the Work. Accordingly, the Independent Consultant shall be responsible for payment all taxes including federal, state, and local taxes arising out of the Consultant's activities in accordance with this agreement, including by way of illustration but not limitation, federal and state income tax, social security tax, and any other taxes or license fees as may be required under the law. Consultant further acknowledges under the terms of this Agreement, that it is not an agent, employee, or servant for the City for any purpose, and that it shall not hold itself out as an agent, employee, or servant of the City under any circumstance for any reason. Consultant is not in any way authorized to make any contract, agreement, or promise on behalf of City, or to create any implied obligation on behalf of City, and Consultant specifically agrees that it shall not do so. City shall have no obligation to provide any compensation or benefits to Consultant, except those specifically identified in this Agreement. City shall not have the authority to control the method or manner by which Consultant complies with the terms of this Agreement.

17. Assignment; Successors and Assigns. Neither this Agreement, nor any part, rights or interests hereof, may be assigned to any other person, firm, partnership, limited liability company or corporation without the written consent of all other parties. Upon approval of assignment, this Agreement and the rights, interests and obligations hereunder shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns.

18. Recovery of Costs. In the event that either party is required to file any action, whether legal or equitable, to enforce any provision of this Agreement, the prevailing party shall be entitled to recover all costs and expenses incurred as a result of the action or proceeding, including expert witness and attorney's fees.

19. Waiver. Any failure of either the City or Consultant to strictly enforce any term, right, or condition of this Agreement shall not be construed as a waiver of such term, right, or condition.

20. Notification. All notification under this Agreement shall be made as follows:

If to the Consultant:

Baecore Group
Attn: Mary Smith
1425 W. Schaumburg Road #386
Schaumburg, IL 60194

If to the City:

City of Wheaton
Attn: City Clerk
303 W. Wesley Street, Box 727
Wheaton, IL 60189-727

21. Integration. The provisions set forth in this Agreement, and Exhibits represent the entire agreement between the parties and supersede all prior agreements, contracts, promises, and representations, as it is the intent of the parties to provide for a complete integration within the terms of this Agreement. This Agreement may be modified only by a further written agreement between the parties, and no modification shall be effective unless properly approved and signed by each party. No course of

conduct before, or during the performance of this Agreement, shall be deemed to modify, change or amend this Agreement.

22. Mutual Non-disclosure.

a. Consultant agrees that it and its personnel assigned to The City will not disclose any information learned during the performance of this Agreement relating to the business of The City that is, in fact, confidential (including, without limitation, all proprietary information and trade secrets of The City) for any purpose, provided, however, Consultant and its personnel may disclose such information under any of the following circumstances: (1) disclosure thereof in good faith by personnel in connection with the performance of Services or activities pursuant to any valid Work Order; (2) disclosure which personnel is advised by counsel or is required by a court or other governmental agency or competent jurisdiction, *provided* that personnel first gives The City written notice and an opportunity to prevent such disclosure or otherwise seek protection of such information, or (3) disclosure by personnel of any such information or data which is generally known within the industry, exists in the public domain or is available from other persons who do not have a fiduciary duty or obligation of confidentiality to The City. Consultant understands and agrees that the The City, as a public body, is subject to and obligated to comply with the Freedom of Information Act, 5 ILCS 140/1 *et seq.*, and that the Proposal, this Contract, work orders, and other documentation, including the confidential information connected with this matter may be subject to disclosure in whole or part under that act.

23. b. The City shall not disclose confidential business information and trade secrets of the Consultant, related to the Consultants products, commercial information and process systems. The aforementioned information includes, but is not limited to: source code, trade secrets, technical information, research data, new products plans, consulting processes, sales, profits and unpublished financial or pricing information, and process systems. Consultant shall identify all such information as confidential prior to delivery of such to The City. The City shall not disclose such information, unless mandated by the FOIA or Court order. The City shall give Consultant written notice of any FOIA request, subpoena or discovery request under the Illinois Code of Civil Procedure that would result in the disclosure of such confidential information. If the City discloses any Consultant or customer proprietary information identified as confidential to third parties or otherwise utilizes such information for purposes other than the license granted to The City under the License Agreement, the City may be subject to corrective legal action. Corrective action can be taken even if the City does not actually benefit from the disclosed information. If the City provides notice as set forth herein and the Consultant does not initiate action to protect such confidential information within a reasonable time, based upon the type of request, the City will not bear liability for the release. In the case of FOIA requests Consultant's response to the City will be made within five days of the Contractor's receipt of the FOIA request from the City. In the case of a subpoena or discovery proceeding the Consultant's action shall be commenced no later than twenty one days after it receives notice of such from the City.

24. **Ownership of Deliverables.** Any software and programming deliverables, training materials, and reporting materials made available to the City as part of the Services rendered herein by Consultant, (the "Deliverables"), shall remain the exclusive property of Consultant, and the City shall be granted license to use such Deliverables solely for the purposes of City business, and for no other purposes. Custom development is for the sole use of the City and shall not be distributed outside the City by the City, its employees or its contractors. The license granted to the City by Consultant is governed by the License Agreement attached hereto.

25. **Severability.** If any provision of this Contract, or Exhibits is held to be illegal, invalid, or unenforceable, such provision shall be fully severable, and this Contract shall be construed and enforced as if such illegal, invalid, or unenforceable provision were never a part hereof; the remaining provisions hereof shall remain in full force and effect and shall not be affected by the illegal, invalid, or

unenforceable provision or by its severance; and in lieu of such illegal, invalid, or unenforceable provision there shall be added automatically as part of this agreement, a provision as similar in its terms to such illegal, invalid, or unenforceable provision as may be possible and legal, valid and enforceable.

26. *Force Majeure.* No party hereto shall be deemed to be in default or to have breached any provision of this Agreement as a result of any delay, failure in performance or interruption of services resulting directly or indirectly from acts of God, acts of civil or military disturbance, or war, which are beyond the control of such non-performing party.

27. *Governing Law.* This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois, without giving effect to its conflict-of-laws rules. Exclusive jurisdiction for any litigation involving any aspect of this Agreement shall be in the Eighteenth Judicial Circuit Court, DuPage County, Illinois.

28. *Validity.* In the event that any provision of this Agreement shall be held to be invalid or unenforceable, the same shall not affect in any respect whatsoever the validity or enforceability of the remainder of this Agreement.

In Witness Whereof, the parties have entered into this _____ day of _____, 2013.

City of Wheaton, an Illinois municipal corporation

By Donald Rose date 4-2-13
Donald B. Rose, City Manager

Attest:

Sharon Barrett-Hagen
Sharon Barrett-Hagen, City Clerk

Baecore Group

By _____ date _____
signature

Attest:



EXHIBIT A

Services and Prices

Project Management / Implementation Oversight

Services to include:

1. Project Calendar
2. Issue Management
3. Risk Management
4. Communications Management
5. Setup Monitoring and Verification

Activities include, but are not limited to:

1. Status meetings; Agendas
2. Compiling, updating and distributing project schedule
3. Report on any timeline issues (push to keep things moving, escalate if we see people needing help)
4. Monitor outstanding issues and push for closure
5. Report on issues specifically impacting maintaining go-live schedule
6. Issue list includes, but is not limited to:
 - a. Maintain list; add new issues
 - b. Follow up on existing issues
 - c. Obtain sign off to resolution of issues
 - d. Determine criticality of issues as to will or won't impact go live
 - e. Coordinate and communicate with Tyler and City as to issues impacting other areas
7. Coordinate and keep parties on the same page
8. Coordinate between departments as work and information flows differently or starts to impact a new department
9. Work in conjunction with our city project manager and act as the central point for Tyler to schedule their days
 - a. Requires access to be able to schedule training and conference rooms within the City for training and meetings
 - b. Requires Baecore project team members to have internal Outlook account with the ability to view City project lead's and functional lead's calendars
 - c. Requires minimally a weekly project status call with Tyler
10. Baecore will:
 - a. Track the balance of contract days available, used, and scheduled
 - b. Manage all sign offs
 - c. Coordinate to ensure used days provide full value

Billing will be quarterly due 30 days from invoice receipt
\$6,850 per month

Project Manager Coaching, Guidance and Assistance

Baecore will coach, guide and assist the City of Wheaton Project Manager (City PM). This will include attending status meetings, reviewing City PM communications and collaborating on issues/concerns while escalating as needed. City PM will be required to participate in one-on-one calls/status meetings throughout the week with Baecore PM.

Billing will be quarterly due 30 days from invoice receipt
\$1,085 per week

Business Process Consulting

Services to include:

1. Review current business process and document with flow charts
2. Recommend “to be state” and document with flow charts
3. Present process design to staff, gather feedback, and modify recommendation
4. Transfer knowledge to Tyler

Billings for these services are done after the current state meeting for the Business Process Review and after the Process Presentation meeting respectively.

Module	Business Process Review/ Recommend	Process Design Presentation/ Modifications/ Knowledge Transfer
Utility Billing	\$2,400	\$600
Human Resources Management	\$2,400	\$600
Account Receivable	\$1,200	\$525
Budgeting	\$3,800	\$600
Contractor Licenses	\$1,000	\$600
Business License	\$1,000	\$475
Central Property File	\$1,200	\$350
Fixed Assets	\$1,200	\$350
General Ledger/Cash Management	\$2,400	\$600
Parking Tickets (not adjudication process)	\$1,200	\$475
Tyler Cashiering	\$600	\$350
Business & Vendor Self Service	\$600	\$350
Citizen Self Service	\$1,200	\$600
Contract Management	\$600	\$350
Project & Grant Accounting	\$600	\$350
Maplink GIS Integration	\$475	\$350
Applicant Tracking	\$600	\$350
Payroll with ESS	\$1,200	\$950

Tyler Business Process Consulting Review

Services to include:

1. Attend Tyler “As-Is” and “To-Be” meetings
2. Review Tyler recommendations and either accept their recommendations or recommend modifications with explanations
3. Present process design to staff, gather feedback, and modify recommendation
4. Transfer knowledge to Tyler

Baecore will not provide flow charts or document current or desired state.

Billing for “As-Is” & “To Be” meetings will be as incurred. Baecore will bill the meetings at the hourly rate or the day/half day rate, whichever is more favorable for the city.

\$155 per hour

\$600 per half day

\$1200 per day

The additional Baecore meetings/questions and recommendation will be billed upon delivery of the recommendation.

Module	Tyler “As-Is” /To-Be” meetings	Baecore Meeting/questions*	Business Process Review/ Recommend/ Knowledge Transfer
Accounts Payable	\$155/hr	\$600	\$600
General Billing	\$155/hr	\$600	\$600
Bid Management	\$155/hr		\$600
Permits, Planning, Inspections & Code Enforcement	\$155/hr	\$1,200	\$1,800
Purchasing & Requisitions	\$155/hr	\$1,600	\$1,200
Inventory	\$155/hr	\$800	\$800

*it is assumed that when Baecore is attending the Tyler “as is” meetings, Baecore is there for observation and data gathering only. As a result it is anticipated Baecore will have follow up questions of staff.

General Integration Support

These hours are very flexible and can be used for anything that is not fixed bid. They are billed as incurred in increments as small as ¼ hour.

Activites include, but are not limited to:

1. System upgrades

2. Level II vendor escalation or support
3. Enhancement request submittal and follow-up
4. Documentation
5. Training
6. Troubleshooting
7. Interface & integration support
8. Table structure direction or advanced reporting
9. Custom report development
10. Process review/modification that was not specifically contracted

General Integration Support will be billed as incurred at the hourly rate of \$155, with the exception of training that will be billed as incurred at the hourly rate of \$155 or the day/half day rate, whichever is more favorable for the city.

\$155 per hour
 \$600 per half day
 \$1200 per day

Post Implementation Support

Review implemented processes and verify that they are working as intended.

Activities include, but are not limited to:

1. Meetings
 - a. Questionnaires reviewing module desired functionality
 - b. Interview with functional leads
 - c. Group meeting of end-users and functional leads for discussion
2. Audit
 - a. Based on the recommendation documentation, review the software setup for consistency
 - b. Document discrepancies with recommendations for correction
 - c. Review the setup and recommendations based on the information gathered in Post-live meetings
 - d. Provide setup modification recommendations to align with end-user feedback and needs.
 - e. This audit is NOT a security audit
3. Recommendations
 - a. Based on meetings and questionnaires, provide feedback as to what is working and what is not. This could include system set up issues, workflows, or department interactions.

Module	Post-Live Review & Documentation	Post Live Review Timeframe
Budgeting**	\$465	30 days post budget completion
Purchase Orders	\$465	30 days post live

Business Licenses year one	\$465	2 weeks post license due date
Business Licenses year two***	\$465	2 weeks post license due date
Utility Billing	\$465	30 days past completion of bill cycle for entire city.
Permit & Inspections	\$465	30 days post live
Accounts Receivable General Billing	\$325	With collections process 30 days after move of bills to collections; otherwise 45 days post live
Parking Tickets Parking Ticket Handheld	\$325	If City has internal adjudication process 15 days after first adjudication date & 80% of the tickets written are utilizing the handhelds. Otherwise 30 days after go live & 80% of the tickets written are utilizing the handhelds.
Human Resource Mgmt & Applicant Tracking	\$325	Upon completion of a portion of reviews & some personnel actions, preferably a new hire if possible. Should the city implement online benefit selection a separate review could be conducted 30 days post start of open enrollment.
Planning	\$325	30 days past 1 st zoning and planning commission board meeting; or similar
Code Enforcement	\$325	30 days post live if not integration with the same adjudication process utilized with parking. Otherwise same as parking
Central Property File	\$325	30 days post live
Citizen Self Service	\$155	60 days post live
Inventory	\$465	30 days post live
Business and Vendor Self-Service	\$155	30 days post live
Fixed Assets	\$325	30 days post live
Accounting General Ledger	\$155	30 days post live
Payroll w/Employee Self-Service	\$465	30 days post live
Accounts Payable	\$155	60 days post live
Project/Grant Accounting	\$155	90 days post live
Tyler Cashiering	\$155	30 days post live
Bid Management and Contract Management	\$325	90 days post live

** Assumes full budget process is completed in year one. Should this not be the case for whatever reason, the City may want to do an additional post-live review after year two.

*** Year two will include renewals therefore you may want to review the process again at this time.

Billing for post implementation review occurs upon delivery of the post implementation documentation.

