



TO: Mayor and Council

FROM: John Fournier, Acting City Administrator

CC: Marti Praschan, Financial & Administrative Services Manager/CFO
Tom Shewchuk, ITSU Director

SUBJECT: October 18, 2021 Council Agenda Responses

DATE: October 15, 2021

CA-7 – Resolution to Approve a Purchase Order to Bellefeuil, Szur and Associates, Inc. (“BS&A”) for Annual Software Maintenance and Support for FY2022 (\$28,201.00)

Question: Many items on recent agendas have included expenses like this, for annual “maintenance and support” related to software. Is that phrase/description of “maintenance and support” standard, i.e. does it attach to every expense related to annual software licensing? If not: are there any cases where the City is paying for extra consulting (“support”) related to software, in addition to standard annual licensing? I am curious to see a tally/list of all expenses in this category: software licensed for use by the City, as well as when the City initiated use of each software program. (Councilmember Nelson)

Response: Maintenance and support are not standard and can vary depending on the software. Components of maintenance and support can include the license to use the software for the duration of the contract, one-time cost of the software, technical support in the case of problems, and monthly/quarterly/annual patches and updates. In addition, there may also be varying levels of services. If we purchase software on a one-time basis we own the software for life. If the software is part of an annual maintenance contract we can only utilize the software for the duration of the of the contract. We have over 200 software applications in the city and the following list indicates which ones have maintenance and support contracts. On an annual basis and for new software purchases, the IT department works closely with our business units to determine if a maintenance contract is needed and the required level of service.

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City Administrator’s Office

If we purchase annual maintenance and support it would be very rare that we would incur any additional professional services.

Given the amount of software applications and their maintenance agreements, it would involve many hours of research and we do not have adequate time to provide this information in our response memo. Please let us know if you would still like this information.

A list of software and the budgeted amounts for FY 2022 is attached.

DC-2 – Resolution to Direct Public Engagement and Final Recommendation for the Use of Federal ARP Funds

Question: Was any draft of this recommendation in existence on or before July 20, 2021? (Councilmember Nelson)

Response: There were no drafts provided to staff before July 20, 2021. Throughout the spring of 2021 a team comprised of various staff members developed project requests for Congressionally Directed Spending opportunities, and these requests were the starting point used to begin the planning process in response to Resolution [R-21-215](#). The following is a list, not all inclusive, of the requests made to Senator Peters, Senator Stabenow, and Congresswoman Dingell's offices:

- Community Solar
- Net Zero Energy Fire Station
- Resilient and Renewable-Powered City Buildings
- Vision Zero Transportation Implementation Program
- Lurie Terrace Senior Apartment Renovations
- Aging in Place
- Barton Valve Replacement
- Community Policing
- Resiliency Hub

Question: This is described as a “final” recommendation-- I would like to see any preliminary drafts related of this recommendation that were written on or before July 20, 2021. (Councilmember Nelson)

Response: Following a robust public engagement process, a final recommendation including public feedback will be brought back to council for final approval on December 6, 2021. There are no preliminary drafts of the recommendation for American Rescue Plan proceeds other than what has already been provided to Council.

Question: There is one name on this recommendation (prepared/reviewed/approved). Question: Was this recommendation reviewed by the City's Chief Financial Officer, Marti Praschan? (Councilmember Nelson)

Response: The Council resolution directed the City Administrator to provide a recommendation to the Council. The City's Chief Financial Officer was one of several team members that took part in the funding recommendation process. The CFO completed the revenue loss calculation that was reviewed by our Auditors, Yeo & Yeo, and reviewed the guidelines released by the US Treasury to verify the eligibility of the project recommendations. The CFO also participated with other staff in the preparation and consideration of projects for the preliminary recommendation.

Question: I would like a written assessment of this recommendation from our City's CFO, Marti Praschan. (Councilmember Nelson)

Response: Please see attached report.

Question: What is the anticipated plan for public engagement on this recommendation? (Councilmember Nelson)

Response: Final plans have not yet been determined. Preliminary planning discussions with our Public Engagement experts include completing the Public Engagement Toolkit, Community Conversations, and the use of various survey tools. If City Council has specific requests for the public engagement plan, those recommendations can be incorporated into the final plan.

Question: What is the anticipated plan for potential revision of this recommendation based on public engagement? (Councilmember Nelson)

Response: Staff intends to return to Council presenting the public input received and a final recommendation that incorporates the public input received on December 6, 2021.

City of Ann Arbor List of FY22 Software and Budgeted Amount

Vendor	Description	Amount
Aclara	Automatic Meter Reading (AMR) Software	\$ 45,000.00
Adashi	Fire Dispatch	\$ 9,000.00
Allovanse	CIP Software	\$ 43,125.00
American Conservation and Billing Solutions	Public-Facing Portal for Water Usage	\$ 36,363.12
Amerinet	Firewall Maintenance and Support	\$ 52,000.00
Assetic	Asset Management Software	\$ 50,000.00
Axon	Police In-Car/Body Worn Camera (BWC) Licensing	\$ 124,144.00
Azteca	Work Order Management Software	\$ 94,000.00
BS&A	Tax/Assessing Software	\$ 28,500.00
Calamp Wireless Network	Automatic Vehicle Locator (AVL) Software	\$ 58,100.00
CBTS	Suntel Netsurety and Prairiefyre Support	\$ 30,000.00
SolarWinds	Network Monitoring Software	\$ 9,000.00
Microsoft	Annual Enterprise License Agreement (ELA)	\$ 450,000.00
VMWare	Annual Maintenance	\$ 30,000.00
CDW-G	Software Maintenance-Ivanti Protect	\$ 4,000.00
CDW-G	Support for Windows 7 and Server 2008	\$ 15,000.00
Adobe	Annual Maintenance	\$ 37,000.00
CDW-G/Citrixone	Concurrent access to City network-Citrix	\$ 6,000.00
Cireson	IT Helpdesk Service Management System	\$ 17,000.00
Cognito Forms	Web Forms Creation Software	\$ 1,500.00
Cogsdale	Water/Refuse Billing Software	\$ 125,500.00
Dig-Smart Enterprises	Underground Excavation Request Software	\$ 8,200.00
DLT solutions	AutoCAD Maintenance	\$ 20,000.00
Dude Solutions	Enterprise Calendar Software	\$ 3,400.00
Duo Security	Two-Factor Authentication	\$ 35,000.00
Eagle Security	Secure Perfect Annual Maintenance	\$ 5,000.00
Enable Point	Police False Alarm Billing Software	\$ 3,000.00
ESRI	Annual Maintenance	\$ 60,000.00
Formally Active Network - Now Rec1	Parks and Rec Management Software	\$ 35,000.00
Granicus	Legislative Management Software	\$ 60,078.00
Image Trend (formerly Firehouse)	Fire Records Management Software (RMS)	\$ 21,500.00
Innovyze	WTP/WWTP Water Quality Software	\$ 12,000.00
IT Pipes	Pipe inspection software	\$ 13,250.00
Kronos	Fire/Police/WWTP Shift Management Software	\$ 18,350.00
Logicalis	SmartNet maintenance for wireless controllers and access points (Cisco Wireless Maintenance)	\$ 13,000.00
Mainsaver	Fleet/WTP Work Order Management Software	\$ 14,500.00
Micro Technology Services	Panic Buttons	\$ 2,250.00
Microsoft	Premier Support	\$ 70,000.00
NetMotion	VPN/Firewall SW	\$ 40,000.00
Oakland County	Police Dispatch/Mobile/RMS Software	\$ 108,000.00
OpenGov	Citizen Engagement Software	\$ 6,500.00

Paradigm	Scale house Software	\$ 2,500.00
SeeClickFix	Citizen-Facing 311 Request/Reporting Tool	\$ 15,100.00
SF Mobile-Vision	License Plate Reader (ALPR)	\$ 10,000.00
Sitelmpove, Inc.	Website Stats and Usability Monitoring	\$ 2,000.00
Skillsoft		\$ 3,000.00
State of MI Supreme Ct.	Judicial Information System	\$ 42,500.00
SymPro	Treasury Management Software	\$ 26,700.00
Telog	Rain Gauge Software	\$ 1,500.00
TelVent USA	Arc FM Software	\$ 15,000.00
Turning Technologies		\$ 900.00
Tyler Technologies	Permitting and Land Management Software	\$ 105,725.00
Tyler Technologies	Finance Software	\$ 54,500.00
Ultimate	HR/Payroll Software	\$ 325,000.00
Valimail		\$ 20,000.00
Washtenaw County	GeoCortex	\$ 5,000.00
Washtenaw County	SAN/Avamar	\$ 103,000.00
Washtenaw County	ONSSI - Surveillance System	\$ 11,952.00
Washtenaw County	Onbase Server Costs/Doc Camp Maintenance Shared W/County	\$ 56,000.00
West Shore	Siren Software Maintenance	\$ 3,000.00
Yellow Finbi	Business Intelligence Software	\$ 47,500.00
Washtenaw County	Office 365 Backups	\$ 20,000.00
		\$ 2,685,137.12



MEMORANDUM

TO: City Council

FROM: Marti Praschan, Financial and Administrative Services Area Administrator, CFO

DATE: October 14, 2021

SUBJECT: American Rescue Plan Project Recommendation - Assessment

The October 18, 2021 Council Agenda questions include a request for a “written assessment” of the American Rescue Plan recommendation by the Chief Financial Officer. In response to that request, I offer the following:

- I participated and provided guidance to an internal team who evaluated and brought forth projects that align with current City priorities, established by City Council, and that comply with the federal regulations released by the US Treasury
- Care was taken to avoid creating new programs or add-ons to existing programs that require an ongoing financial commitment
- All compliance, reporting and internal control requirements of the funding were identified and reviewed
- Care was taken to ensure funding was allocated to projects that serve economically disadvantaged community members