



STAFF REPORT



Meeting Date:	May 14, 2025	Meeting Title:	Regular-Consent
Submitting Dept:	Admin	Presenter:	Matthew Walker
Agenda Item:	New Financial Software	Public Comment:	Yes

Purpose & Policy Considerations:

The purpose is to upgrade our current financial software.

Staff Recommendation:

Staff recommends approval of Springbrook Software

Funding Source: Fund 350- Capital Projects

Proposals:

Financial Software Proposal Costs					
Company	Annual Product Pricing	Setup/Implementation Fees	Estimated Professional Services	Travel Expenses	TOTAL
Springbrook	\$19,425	\$2200	\$60,000	NA	\$81,625
Edmunds Govtech	\$24,500	\$37,353	\$38,000	NA	\$99,853
BS&A	\$14,750	\$24,740	\$56,000	\$31,005	\$126,495

Order Form: Q-36882-1
Date: 2/12/2025, 11:11 AM
Expires On: 4/30/2025



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Account Manager	E-mail	Phone Number	Payment Terms
Brian Taylor	brian.taylor@sprbrk.com	(803) 219-2727	Net 30

Annual Product Pricing		
PRODUCT	QTY	NET PRICE
Finance Suite Subscription	1	USD 4,200.00
Utility Billing Subscription	1	USD 4,000.00
Payroll Subscription	1	USD 3,650.00
Tax Collection Subscription	1	USD 3,000.00
Licenses and Permits Subscription	1	USD 2,850.00
Fixed Assets Subscription	1	USD 1,725.00
Annual Product Pricing Total:		USD 19,425.00

Estimated Professional Services				
PRODUCT	DESCRIPTION	QTY	Net Unit Price	NET PRICE
SaaS Migration Professional Services	SaaS Migration Professional Services - Finance	100	USD 125.00	USD 12,500.00
SaaS Migration Professional Services	SaaS Migration Professional Services - Utility Billing	100	USD 125.00	USD 12,500.00
SaaS Migration Professional Services	SaaS Migration Professional Services - Payroll	100	USD 125.00	USD 12,500.00
SaaS Migration Professional Services	SaaS Migration Professional Services - Tax	100	USD 125.00	USD 12,500.00
SaaS Migration Professional Services	SaaS Migration Professional Services - L & P	50	USD 125.00	USD 6,250.00
SaaS Migration Professional Services	SaaS Migration Professional Services - FA	30	USD 125.00	USD 3,750.00
Estimated Professional Services Total:				USD 60,000.00

Grand Total: USD 79,425.00

* excludes applicable sales tax

Order Details

Customer Name: Town of Thunderbolt, GA

Customer Contact: Matthew Walker

Governing Agreement(s): This Order Form is governed by the applicable terms found at:
MSA: <https://sprbrk.app.box.com/v/sprbrk-saas-terms>
MLA: <https://sprbrk.app.box.com/v/sprbrk-onpremise-terms>
Professional Services: <https://sprbrk.app.box.com/v/sprbrk-svcs-terms>

Term(s): 3 Years

Order Terms

In the event of an inconsistency between this Order Form, any governing agreement, purchase order, or invoice, the Order Form shall govern as it pertains to this transaction.

- This Order Form shall become effective as of the last date of signature (the "Effective Date").
- Order Start Date: Software Licenses, Subscriptions, Maintenance, and Hosting commence upon the earlier of a) date of delivery* or log-in to hosted software to Customer; or b) 60 days after Order Form Effective Date.
- Subscriptions, Maintenance, Hosting, and Support ("Recurring Services") continue from the Order Start Date through the term listed in this Order Form (or if not listed, one (1) year).
- Orders for Recurring Services auto-renew for three (3) years or for the term specified in this Order Form, unless the Customer or Springbrook provides a written notice of non-renewal at least sixty (60) days prior to the expiration of the current Order Term.
- Subscription Service fees and any Recurring Services will be subject to an automatic annual increase by not more than seven percent (7%) of the prior year's Subscription Service fees ("Standard Annual Price Increase").
- Any Software Licenses or Hardware are one-time non-refundable purchases.
- CivicPay Online Subscription fee and CivicPay IVR Subscription fee are subject to increase at per account rate, based on actual accounts.
- CivicPay IVR Message Block Subscriptions expire upon the earlier exhaustion of the Message Block or twelve (12) months from the Order Start Date. Upon expiration, Message Blocks automatically renew.

** The date of delivery of software to the Customer is the date the software is made available to the Customer, either by delivery of software or delivery of first log-in to a hosted environment, which may be either a test or production environment. This date of delivery is frequently earlier than the dates professional services are completed, the Customer completes user acceptance testing, the Customer distributes additional logins to end-users, and the Customer go-live in a production environment.*

Invoice Timing and Delivery

Invoices are delivered electronically via e-mail to the billing contact on file for the Customer. Customer invoices are issued for the full amount of software and services purchased as follows:

Products Ordered

Invoice Timing

Software Licenses, Subscriptions, Maintenance, and Hosting (New):

Annually in advance upon Order Start Date.

Software Subscriptions, Maintenance, and Hosting (Add-Ons):

Upon delivery of the product, order will be pro-rated to sync with the existing anniversary billing date and will renew annually thereafter.

Software Subscriptions (Migrations):

Upon delivery of the product, order will be synced with the existing anniversary billing date and will renew annually thereafter unless specified in the Special Order Terms. This order replaces and supersedes any previously executed order as it relates to the products listed within this order. Upon delivery of new product, customer will receive a prorated credit for any prepaid, unused maintenance fees that will be applied to the customer's first invoice.

Software Licenses, Subscriptions, Maintenance, and Hosting (Renewal):

Sixty (60) days in advance of the Order Start Date.

Print Services and Transaction Fees:

Monthly, in arrears for transactions in the prior month.

Hardware and One-Time Licenses:

Upon the Effective Date of this Order Form.

Estimated Time and Material Professional Services, On-Site Professional Services, and Travel Expenses*:

Monthly, in arrears for services in the prior month unless specified in Special Term.

Implementation Fixed Fee Professional Services:

The Effective Date of this Order Form unless specified in Special Terms.

Professional Service Key Terms and Conditions:

- **Time and Material Pricing:** Professional Services time and material pricing is based on expected hours using Springbrook's standard implementation approach. While our goal is to provide accurate hour estimates, there may be variations in actual hours and charges. If project costs surpass the estimated hours within this order form by the greater of \$15,000 or 20%, a signed change order is necessary to proceed. Adjustments below this threshold will be implemented and invoiced as incurred.
- ***On-Site Professional Services:** On-Site professional services are billed at a daily minimum rate, regardless of time spent on-site. Travel expenses related to on-site travel will be invoiced as a separate line item as they are incurred.
- **Cancellation or Postponement:** Customer agrees to participate in all scheduled meetings and minimize repeated cancellations. Customer shall provide no less than two (2) business days' written notice should any scheduled meeting, training session or other activity need to be cancelled or postponed. If Customer fails to provide such notice, Springbrook shall invoice the Customer for the lost or delayed scheduled time, with a minimum charge of two (2) hours. Additional charges may apply based on the resources and preparation required for the meeting.

- **Customer Responsibilities:** The customer will provide adequate internal resources and ensure the accuracy of all information provided to Springbrook. Customers are responsible for extracting data from any legacy systems and transferring the data into Springbrook's import templates.

Special Order Terms

Special Order Terms (if any):

This contract replaces the following Publiq products: Accounting Suite, Utility Billing, Payroll, Municipal Tax, Business License, and Fixed Assets.

By signing, both parties agree to the terms and conditions set forth in this agreement.

* If the Customer requires a PO number on invoices, the Customer must provide Springbrook with the PO number and a copy of the PO prior to invoice issuance. If a PO number is not provided prior to the invoice issuance date, invoices issued on this Order Form will be valid without a PO reference.

Springbrook Holding Company, LLC

Town of Thunderbolt, GA

Signature: _____

Signature: _____

Name (Print): _____

Name (Print): _____

Title: _____

Title: _____

Date: _____

Date: _____

Purchase Order # (if required) _____

SALES **PROPOSAL**



Prepared exclusively for:
Thunderbolt Town, GA

Prepared By: Darrin Love
Proposal Date: 05/07/2025
Expiration Date: 06/30/2025

Investment Summary

Software Services - Subscription	\$24,500.00
Hosting Services	\$3,000.00
Professional Services - Implementation	\$37,353.00
Professional Services	\$3,000.00
Conversion Services	\$32,000.00
Total Proposed Year 1 Cost:	\$99,853.00

Payment Terms

One-time Implementation Fees: 50% will be due upon execution of the contract, 25% will be invoiced 60 days after the Effective Date and the remaining 25% will be invoiced upon the earlier of project acceptance or first production use.

One-time Data Conversion Fees: 50% will be due upon execution of the contract, 25% will be invoiced 60 days after the Effective Date and the remaining 25% will be invoiced upon the earlier of project acceptance or first production use.

One-time Training/Services Fees: 100% will be due upon receipt of the invoice.

Hosting Services Fees: 100% will be invoiced on the Effective Date for the first annual term. Thereafter, 100% of each subsequent annual fee will be invoiced annually, 60 days prior to each anniversary of the Effective Date.

Annual Subscription Fees: 100% will be invoiced upon execution of the contract for the first annual term. Thereafter, 100% of each subsequent annual fee will be invoiced annually, 60 days prior to the anniversary of the term date.

All invoices shall be paid within 30 days of the invoice date. Fees may increase annually with renewal terms subject to the National Consumer Price Index (CPI) or four percent (4%) of prior year's fees.

**Please return executed Sales Orders
via DocuSign or Email to:**

Edmunds GovTech

SalesOrders@EdmundsGovTech.com

P: 888.336.6999 | F: 609.645.3111

www.EdmundsGovTech.com

Software Services - Subscription

	Amount
AR & Business Licensing - 5 Year	\$1,000.00
Business Licensing & Tax Portal - 5 Year	\$500.00
Employee Self-Service - 5 Year	\$500.00
Finance Super Suite - 5 Year	\$3,000.00
Finance ViewPoint Dashboard - 5 Year	\$500.00
GIS Link - 5 Year	\$500.00
Human Resources - 5 Year	\$1,500.00
Online Bill Pay (WIPP) - AR - 5 Year	\$500.00
Online Bill Pay (WIPP) - Tax - 5 Year	\$500.00
Online Bill Pay (WIPP) - Utility - 5 Year	\$500.00
Online Permit Application - 5 Year	\$500.00
Online Service Applications - 5 Year	\$500.00
Payroll - 5 Year	\$2,000.00
Permitting & Code Enforcement - 5 Year	\$3,000.00
Positive Pay Connector - 5 Year	\$500.00
Real Property Tax Billing - 5 Year	\$3,000.00
Resident Self-Service - 5 Year	\$500.00
Utility Billing & Collections - 5 Year	\$4,000.00
Work Orders - 5 Year	\$1,500.00

Annual Fees: \$24,500.00

Hosting Services

	Amount
Hosting (Level I)	\$3,000.00
Annual Fees:	\$3,000.00

Professional Services - Implementation		Amount
Employee Self-Service Implementation		\$2,000.00
Finance ViewPoint Dashboard Implementation		\$1,500.00
Online Bill Pay (WIPP) - Implementation		\$853.00
Online Permit Application Implementation		\$2,500.00
Standard AR/Business Licensing Implementation		\$2,000.00
Standard Finance Implementation		\$5,000.00
Standard Permitting Implementation		\$6,000.00
Standard Personnel Implementation		\$5,000.00
Standard Tax Implementation		\$5,000.00
Standard Utility Implementation		\$6,000.00
Work Orders Implementation		\$1,500.00
One-Time Fees:		\$37,353.00

Professional Services		Amount
Professional Services - GIS Link, Online Service Applications and Business Lic. & Tax Portal Implmentation		\$3,000.00
One-Time Fees:		\$3,000.00

Conversion Services		Amount
AR & Business Licensing – Standard Conversion		\$3,000.00
- Customer records including names and mailing addresses		
- Active business license records including license types and associated fees (current and prior year)		
- All Open Balances in summary per Customer		
Finance - Detail Conversion		\$5,000.00
- Chart of Accounts		
- Detailed Financial Information for current and prior fiscal year		
Budget Activity		
General Ledger Transactions		
Accounts Payable Check History		

Conversion Services**Amount***Open and Paid Purchase Order/Voucher/Invoice/Check History*

- Vendor Master
- Fixed Asset Master

Payroll - Additional History, Qty 2

\$2,000.00

- # years required/specified by client
- Additional years check history:
- Gross Pay
- Hours Worked
- Detailed Deductions
- Detailed Taxes
- Net Pay

Payroll - Standard Conversion

\$4,000.00

- Employee Master Information
- Current Year Check History
- Gross Pay
- Detailed Deductions
- Detailed Taxes
- Net Pay
- Leave Time Balances

Permitting - Standard Conversion

\$5,000.00

- Contractor and Customer Master Information
- Parcel Master Information including property locations, owner names, and mailing addresses
- Building Permit activity including permit types, project descriptions, associated fees, inspections, notes for up to 10 years based on issue date
- Does not include billing or payment history (invoices).

Real Estate Tax - Standard Conversion

\$5,000.00

- Tax account Information including owner's names and addresses, current assessed value
- Current year account activity including billing, payments, adjustments.
- Tax File Import functionality
- Open/Unpaid and Credit Balances per account

Utility Billing - Standard Conversion

\$5,000.00

- Active customer account Information including Property, Owner, and mailing address information, emails, mail settings such as Tenant vs. Owner.
- Meter configuration required to interface with reading software.
- Current Billing Configuration (Services, cycles, rates, etc.)
- Current year account activity including billings, payments, adjustments, deposits, and reading history.

Conversion Services

Amount

- System configuration necessary for proper bill calculations including rate codes set-up and assignment, service statuses, meters and last 2 readings.
- Current Open Balance (Unpaid, Credit balance/receivables) Information for all accounts.
- Backflow meter tracking and testing history

Work Orders - Standard Conversion

Open Work Order Information including work to be performed, assigned technician/worker, requesting party, additional notes.

\$3,000.00

One-Time Fees:

\$32,000.00

Software Services -Subscriptions

With an Edmunds GovTech solution, a true Windows application with a graphical user interface is delivered. All applications are ODBC compliant and utilize a SQL database, which allows for seamless integration with products such as MS Excel™, MS Word™, and many GIS packages to name a few.

Smart Phone Apps – All applicable Smart Phone Apps are included with the associated MCSJ module at no additional cost.

Security – The software features a single sign-on approach that allows for user-based security. This provides access to modules based on the employee's security profile. The security is module and task specific.

Integration – All modules are fully integrated. A single source of entry minimizes data entry errors and streamlines organizational processes. The system dynamically posts all related entries to the appropriate modules.

Reporting – Along with standard system reports, customized reporting is also provided. Through built-in custom reporting tools, users can create and save personalized reports that can be exported directly into MS Excel™. Reporting flexibility allows users to create unlimited custom reports that are accessible at any time.

PDF Forms – All required forms can be generated within the application. This reduces the need to have pre-printed forms, such as pre-printed checks or utility bills. Create customized letters by merging in any field from the system. Letters can be created, printed, and documented in the corresponding record.

Attachments – The ability to attach any type of file to records, accounts, and employees along with scanning images directly into the software is provided. There is no limitation with the amount or size of those items you wish to attach.

Edmunds Cloud Provides:

- Convenience and Resiliency
- Fast and secure access to information from anywhere, anytime
- Expansive data storage
- Redundant data backups to 3 locations in the US
- Maintains workflow during and after a crisis
- Always access the most current data available
- Empowers mobile and citizen engagement apps to work efficiently

Implementation & Project Management

Edmunds GovTech has a goal to make the transition from a legacy system as painless as possible. Project management includes planning, monitoring, and reporting of progress to ensure the success of the software implementation. The Client's Project Manager and EGT Staff will work in concert to identify the scope of the project, estimate the work involved, and create a project schedule with appropriate resources. The project plan is then developed to describe the tasks that will lead to a successful implementation. The project is carefully planned, implemented, monitored, and controlled. Problem resolution, risk management, opportunity management, change management, software configuration management, and data management are included, identified, and documented throughout the project. Project Managers and Training and Implementation Employees have been involved in hundreds of similar successful projects.

Thunderbolt Town

Matthew Walker
Town Administrator

Date





Thunderbolt Town Payment Schedule

Prepared by: Darrin Love, Regional Sales Director
Proposal Date: 05/07/2025

Year 1 Investment		Amount Due
Subscription Fees (100%)		\$24,500.00
Service Fees (50%)		\$1,500.00
Implementation Fees (50%)		\$18,676.50
Hosting Fees (100%)		\$3,000.00
Conversion Fees (50%)		\$16,000.00
Upon Contract Execution: Payment 1		\$63,676.50
Service Fees (25%)		\$750.00
Implementation Fees (25%)		\$9,338.25
Conversion Fees (25%)		\$8,000.00
60 Days After Contract Execution: Payment 2		\$18,088.25
Service Fees (25%)		\$750.00
Implementation Fees (25%)		\$9,338.25
Conversion Fees (25%)		\$8,000.00
60 Days After Go-Live: Payment 3		\$18,088.25
Total Year 1 Investment		\$99,853.00

Year 2-5 Investment		Amount Due
Subscription Fees (100%)		\$24,500.00
Hosting Fees (100%)		\$3,000.00
Annual Payment		\$27,500.00



Data Services Conversion Scope

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Data Conversion Scope per Module

Misc. AR

Business License – Standard Conversion

- Customer records including names and mailing addresses
- Active business license records including license types and associated fees (current and prior year)
- All Open Balances in summary per Customer

Customer Master

- Customer/Contractor records including names and mailing addresses

Accounts Receivable – Additional History (# years required/specified by client)

- Invoice transactions including billing, payments, and adjustments
- Additional business license records, per year

Animal Licensing

Animal Licensing - Standard Conversion

- Animal Owner Demographic Information (Names, billing addresses)
- Animal Master Information (Name, Breed, gender, age, neuter/spay status, vaccination status, etc.)
- Current/Prior year License Information including issue date/fee amount per license.

Animal Licensing – Additional History (# years required/specified by client)

- Additional years of Licenses including annual fees/issue dates per licensed pet.

Escrow

Escrow - Standard Conversion

- Project Master Information including Project description, notes, developers
- Developer Master Information including names and mailing addresses
- Open Project Balances and year-to-date activity
-

Utility Billing

Utility Billing – Standard Conversion

- Active customer account Information including Property, Owner, and mailing address information, emails, mail settings such as Tenant vs. Owner.
- Meter configuration required to interface with reading software.
- Current Billing Configuration (Services, cycles, rates, etc.)
- Current year account activity including billings, payments, adjustments, deposits, and reading history.
- System configuration necessary for proper bill calculations including rate codes set-up and assignment, service statuses, meters and last 2 readings.
- Current Open Balance (Unpaid, Credit balance/receivables) Information for all accounts.
- Backflow meter tracking and testing history

Utility Billing – Additional History (# years required/specified by client)

- Additional years of account activity including billings, payments, adjustments, deposits, reading history.

Work Orders

Work Orders - Standard Conversion

- Open Work Order Information including work to be performed, assigned technician/worker, requesting party, additional notes.

Work Orders – Additional History (# years required/specified by client)

- Additional years of Work Order information for both completed and open work orders including work to be performed, requested party, assigned technician/worker, additional notes, and results/outcome for completed work orders

Finance

Finance - Summary Conversion

- Chart of Accounts (Balance Sheet/GL, Revenue, and Expense ledgers)
- Summary Account Financial Information for current and prior fiscal year
 - Budgets
 - Opening/Ending Balances
 - Summarized Year to Date Activity
- Vendor Master Information including names/addresses, 1099 status
- Fixed Asset Master Information

Finance - Summary Conversion (QUICKBOOKS)

- # of Company/Funds must be specified.
- Chart of Accounts (Balance Sheet/GL, Revenue, and Expense ledgers)
- Summary Account Financial Information for current and prior fiscal year
 - Budgets
 - Opening/Ending Balances
 - Summarized Year to Date Activity
- Vendor Master Information including names/addresses, 1099 status
- Fixed Asset Master Information

Finance – Summary Additional History (# years required/specified by client)

- Summarized Financial Information for additional years in scope
 - Opening/Ending Balances of GL, Revenue, and Expense accounts

Finance - Detail Conversion

- Chart of Accounts
- Detailed Financial Information for current and prior fiscal year
 - Budget Activity
 - General Ledger Transactions
 - Accounts Payable Check History
 - Open and Paid Purchase Order/Voucher/Invoice/Check History
- Vendor Master
- Fixed Asset Master

Finance - Detail Conversion (QUICKBOOKS)

- # of Company/Funds must be specified.
- Chart of Accounts
- Detailed Financial Information for current and prior fiscal year
 - Budget Activity
 - General Ledger Transactions
 - Accounts Payable Check History
 - Open and Paid Purchase Order/Voucher/Invoice/Check History
- Vendor Master
- Fixed Asset Master

Finance – Additional History (# years required/specified by client)

- Detailed Financial Information for additional years in scope
 - Budget Activity
 - General Ledger Transactions
 - Accounts Payable Check History
 - Open and Paid Purchase Order/Voucher/Invoice/Check History

Finance – Chart of Accounts Change

- A client can elect to have their legacy system Chart of Accounts altered during their Finance data conversion for an additional fee, however the below requirements will also need to be met:
- Current COA to Future COA Crosswalk File
 - EGT Data Services will extract the legacy system COA file
 - EGT Implementation Consultants will then work with the client on creating the COA Crosswalk file
 - Crosswalk must be completed by client and verified prior to scheduling GO-LIVE

Fleet

Fleet - Standard Conversion

- Fleet Master Information including vehicle make/model, mileage, VIN, etc.
- Fleet Usage and Assignment History
- Maintenance Service Intervals

Inventory

Inventory - Standard Conversion

- Inventory Master – Item id, description, account expensed, purchased from vendor
- Balances (Qty on hand/on order), Avg cost per Unit

Inventory – Additional History (# years required/specified by client)

- Inventory activity including purchases and disbursements of inventory items, for years in scope based on transaction date

Payroll

Payroll – Standard Conversion

- Employee Master Information
- Current Year Check History
 - Gross Pay
 - Detailed Deductions
 - Detailed Taxes
 - Net Pay
- Leave Time Balances

Human Resources Only – Standard Conversion

- Employee Profile History
 - Salary, Position, Education History, Notes, etc.
- Employee ACA Benefit Information
- Employee Dependent Benefit Information
- Employee Benefit Time Transaction History for current year

Payroll & Human Resources - Advanced Conversion

- Employee Master Information
- Current Year Check History
 - Gross Pay
 - Detailed Deductions
 - Detailed Taxes
 - Net Pay
- Leave Time Balances
- Employee Profile History
 - Salary, Position, Education History, etc.
- Employee ACA Benefit Information
- Employee Dependent Benefit Information
- Employee Benefit Time Transaction History for current year

Payroll – Additional History (# years required/specified by client)

- Additional years check history:
 - Gross Pay
 - Hours Worked
 - Detailed Deductions
 - Detailed Taxes
 - Net Pay

Permitting

Permitting - Standard Conversion

- Contractor and Customer Master Information
- Parcel Master Information including property locations, owner names, and mailing addresses
- Building Permit activity including permit types, project descriptions, associated fees, inspections, notes for up to 10 years based on issue date
- Does not include billing or payment history (invoices).

Permitting - Additional History (# years required/specified by client)

- Building Permit activity including permit types, project descriptions, associated fees, inspections, for each additional year beyond 10 years.

Violations - Standard Conversion

- Parcel Master Information
- Ordinance Master/Codebook (if present in legacy system)
- Violation activity including Ordinance infraction, fines, inspections, notes for up to 10 years

Violations – Additional History (# years required/specified by client)

- Violation activity including Ordinance infraction, fines, inspections, notes for each additional year beyond 10 years.

Rental - Standard Conversion

- Parcel Master Information
- Rental License Master Information including Rental Units, Tenant information, dwelling information, inspections, rental fees for active Rentals in the current year based on issue date

Rental – Additional History (# years required/specified by client)

- Additional years inspections, and rental fees for years in scope.

Tax

NJ Real Estate Tax – Standard Conversion

- Tax account information including owner's names, addresses, current assessed values
- MODIV Import
- Current and Preliminary (future) year account activity including billing, payments, adjustments.
- Open/Unpaid and Credit Balances per account
- Open Lien records including transaction history
- PILOT master records and activity including billings/payments/balances

NJ Real Estate Tax – Additional History (# years required/specified by client)

- Additional years of tax account activity including billing, payment, penalty, interest, abatements/supplements, assessment history

Real Estate Tax – Standard Conversion

- Tax account Information including owner's names and addresses, current assessed value
- Current year account activity including billing, payments, adjustments.
- Tax File Import functionality
- Open/Unpaid and Credit Balances per account

Real Estate Tax– Additional History (# years required/specified by client)

- Additional years of tax account activity including billing, payment, penalty, interest, abatements/supplements, assessment history

Personal Property Tax (VA Only) - Standard Conversion

- Personal Property Master Information including vehicle information
- Billing, Payment, Penalty, Interest History current and prior year based on Transaction Date

Personal Property Tax (VA Only) – Additional History (# years required/specified by client)

- Additional years of tax account activity including billing, payment, penalty, interest, abatements/supplements, assessment history

State and Estimated Income Tax (VA Only)

- Payment Control Master Information
- Current Year History Information

Business Tax

- Business Tax Information including business names and mailing addresses
- Business Tax activity including Business Tax Types, Business Tax Filings and reconciliations for current year

Business Tax – Additional History

- Business Tax activity including Business Tax Filings and reconciliations for each additional year

Document Attachments

Document Attachments can be converted per module. The following requirements must be met for EGT Data Services to accept a Document Attachment conversion in a scope of work:

1. **PRE-SALE DATA DISCOVERY REQUIRED** - Dependent on Data Services finding or providing a linking file between the attachment on disk, and the system record the attachment is associated with.

Applicable Modules:

- **Permitting Attachments**
 - Permits
 - Violation
 - Parcel
- **AR Attachments**
 - Invoice
 - Customer
 - License
- **Finance Attachments**
 - GL, Revenue, Expense accounts
 - PO
 - Vendor
 - Fixed Assets
- **Utility Attachments**
- **Tax Attachments**

Conversion of Multiple Legacy/Sources into One Database

Multiple legacy systems/data sources can be utilized to facilitate a single module conversion into 1 database for an additional fee, however the below requirements will also need to be met:

1. EGT Data Services will extract and review the source data files
2. The client will then need to review the output of the data analysis to provide feedback on how they want data to be cleaned into a singular format.
 - a. The data conversion will not begin until the client agrees to the singular data source.

Conversion of Single Legacy/Sources into Multiple Databases

A single legacy systems/data source can be utilized to facilitate a single module conversion into 2 or more databases for an additional fee, however the below requirements will also need to be met:

1. EGT Data Services will extract and review the source data files
2. The client will then need to review the output of the data analysis to provide feedback on how they want data to be split across the multiple databases.
 - a. The data conversion will not begin until the client agrees to the split out extracted data files.

Conversion of Multiple Legacy/Sources into Multiple Databases

Multiple legacy systems/data source can be utilized to facilitate a single module conversion into 2 or more databases for an additional fee, however the below requirements will also need to be met:

1. EGT Data Services will extract and review the source data files
2. The client will then need to review the output of the data analysis to provide feedback on how they want the data to be split across multiple databases.
 - a. The data conversion will not begin until the client agrees to the split out extracted data files

Proposal for:
Town of Thunderbolt, Chatham County, GA
April 24, 2025
Quoted by: Max Bisschop

Software and Services for BS&A Cloud



Thank you for the opportunity to quote our software and services.

At BS&A, we are focused on delivering unparalleled service, solutions, support, and customer satisfaction. You'll see this in our literature, but it's not just a marketing strategy... it's a mindset deeply embedded in our DNA. Our goal is to provide such remarkable customer service that our customers feel compelled to remark about it.

*We are extremely proud of the many long-term customer relationships we have built. Our success is directly correlated with putting the customer first and consistently choosing to **listen**. Delivering unparalleled customer service is the foundation of our company.*

Cost Summary

Software is licensed for use only by municipality identified on the cover page. If used for additional entities or agencies, please contact BS&A for appropriate pricing. Prices subject to change if the actual count is significantly different than the estimated count. Module fees are charged annually and include unlimited support.

Cloud Modules - Annual Fee

Financial Management

GL-General Ledger	\$1,410.00
AP-Account Payable	\$1,150.00
CR-Cash Receipting	\$1,245.00
AR-Account Receivables	\$1,095.00
Total	\$4,900.00

Personnel Management

PR-Payroll	\$1,920.00
Total	\$1,920.00

Community Development

BD-Building Department	\$2,265.00
BL-Business License	\$1,115.00
Total	\$3,380.00

BS&A Online

BSAO-Public Record Search	\$1,720.00
CD-Building	\$1,015.00
Total	\$2,735.00

Utility Billing

UB-Utility Billing	\$1,815.00
Total	\$1,815.00

Subtotal \$14,750.00

Data Conversions/Database Setup

CR-Manual-Database Setup	\$1,650.00
Setup of Receipt Items/Tender Type	
AR-Manual-Database Setup	\$1,650.00
Setup of Billing Items, Penalties	
PR-Manual-Database Setup	\$3,840.00
Manual Entry or Import of Employee Master File/Setup/YTD as of a Specified Date.	
BD-Manual-Database Setup	\$3,300.00
Setup of Permit and Enforcement Types, Fee Schedules	
GL-Conversion-QS1	\$3,300.00
COA, Balances, Budget, Journal Transaction history for up to 5 years	
AP-Conversion-QS1	\$2,200.00
Vendors, Invoices and check history for up to 5 years	
UB-Conversion-QS1	\$4,000.00
Accounts, Services, Deposits, Rates, Meters; Billing & Payment History, Service for up to 5 years	
BL-Conversion-QS1	\$3,300.00
Setup of License Types, Fee Schedules, conversion of Businesses and License History for up to 5 years	
Total	\$23,240.00

Custom Import

Custom import from third-party software to populate Building Department database with parcels, properties, and current owners.	\$1,500.00
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Project Management and Implementation Planning

Services include:

- Analyzing customer processes to ensure all critical components are addressed.
- Creating and managing the project schedule in accordance with the customer's existing processes and needs.
- Planning and scheduling training around any planned process changes included in the project plan.
- Modifying the project schedule as needed to accommodate any changes to the scope and requirements of the project that are discovered.
- Providing a central contact between the customer's project leaders, developers, trainers, IT staff, conversion staff, and other resources required throughout the transition period.
- Installing the software and providing IT consultation for network, server, and workstation configuration and requirements.
- Reviewing and addressing the specifications for needed customizations to meet customer needs (when applicable).

Total **\$20,800.00**

Implementation and Training

- \$1,100/day
- Days quoted are estimates; you are billed for actual days used
- Training days quoted/billed in full day increments only

Services include:

- Setting up users and user security rights for each application
- Performing final process and procedure review
- Configuring custom settings in each application to fit the needs of the customer
- Setting up application integration and workflow methods
- Onsite verification of converted data for balancing and auditing purposes
- Training and Go-Live

Setup Days

ITS Setup - FM	Setup Days: 1	\$1,100.00
ITS Setup - HRIS	Setup Days: 1	\$1,100.00
ITS Setup - CD	Setup Days: 1	\$1,100.00
ITS Setup - UB	Setup Days: 1	\$1,100.00
Total Setup Days: 4		Subtotal: \$4,400.00

Training Days

ITS Training - FM	Training Days: 5	\$5,500.00
ITS Training - HRIS	Training Days: 4	\$4,400.00
ITS Training - CD	Training Days: 10	\$11,000.00
ITS Training - BSAO	Training Days: 2	\$2,200.00
ITS Training - UB	Training Days: 7	\$7,700.00
Total Training Days: 28		Subtotal: \$30,800.00
Total Days: 32		Total: \$35,200.00

Cost Totals

Cloud New Purchase – <i>Annual Fee</i>	Subtotal	\$14,750.00
Data Conversion/Database Setup	Subtotal	\$23,240.00
Custom Import	Subtotal	\$1,500.00
Project Management and Implementation Planning	Subtotal	\$20,800.00
Implementation and Training	Subtotal	\$35,200.00
Total Proposed		\$95,490.00
Travel Expenses Estimated		\$31,005.00

Estimated Travel Expenses are outlined in this proposal. The final invoice will reflect actual expenses following the completion of all training activities based on the Federal Guidelines described below.

\$160/\$185/\$225 per day hotel, varies by state
\$90 per day car rental
\$70 per day meals
\$730 per trip airfare/related expenses
\$0.70/mile round trip for drive distance

BS&A Online

Connection Requirements

BS&A Cloud modules require a high-speed internet connection (cable modem or DSL).