

MINUTES
FORT MYERS BEACH
SPECIAL MEETING
AUDIT COMMITTEE
Town Hall
2525 Estero Boulevard
Fort Myers Beach, FL 33931
Wednesday, January 10, 2018

I. CALL TO ORDER

Meeting was called to order at 9:03 a.m. by Chair Rodwell. Members present: Dick Cote, John Goggin, Dan Hughes, Edward Lombard and James Rodwell.
Staff Liaison: Robert Lange

II. PLEDGE OF ALLEGIANCE

III. RECOMMENDATION TO COUNCIL FOR SOFTWARE VENDOR

Mr. Lange analyzed presentations from five software providers.

USTI - withdrew from consideration.

ProSoft - with product Abila, committed to meet timeline, system was easy to use, met all requirements from budget creation to financial reporting to financial management to requisition purchase order system and accounts payable. They were a complete application. Mr. Lange found that the embedded audit trail within their system was a unique feature. They provided the GASB 34 financial reporting and financial reports were embedded within their system.

AccuFund - good product, committed to meet timeline, system was reasonable to work with, they met the requirements in general and the account code creation was good but they had limited reports. Mr. Lange thought that was a hidden cost. They did not provide a requisition application to their purchase order system; however, they indicated that they could try to find a third party to generate a requisitions structure. The most critical drawback of their system was the lack of a budget module to create a budget from start.

Blackbaud - pretty good system dedicated mostly for schools. Mr. Lange felt that the Town needed a product that was more current and met their needs.

Multiview - comprehensive and robust system, slightly overkill and no municipal terms. Mr. Lange did not think it was a good fit for the Town.

He concluded that USTI, ProSoft and AccuFund were the top three vendors. After an additional meeting with the three firms, ProSoft was the first choice.

Mr. Lange reviewed fees. The cost of the software for ProSoft was \$36,000.00. The Town would have the license and install it on the system. A small monthly maintenance fee would be charged to keep the system current. Mr. Lange was comfortable with a cloud system. Mr. Cote questioned their disaster recovery plan. Mr. Lange will follow up. To lease their cloud system would cost \$17,500.00 per year, which covered upgrades, protection of the system and everything they needed. The set up was \$35,450.00. The core system would be functioning by April 1, 2018; the budgeting system would be operational in May; requisitions and accounts would be active in June and they would be fully operational in the summer. Mr. Lange

explained that the numbers in the presentation were different because he negotiated fees. Setup and training were added to the purchase price or the lease. The lease would cost almost \$53,000.00 and the purchase price was approximately \$72,000.00.

Mr. Lange indicated that ProSoft would meet the Town's needs better than the others. The software budget was \$100,000.00.

Mr. Goggin stated that only ProSoft met their needs for timing, pricing and functionality. He discussed questions for the vendor and contract needs. He offered to consult with Mr. Lange regarding the contract.

Chair Rodman questioned whether they should look for additional vendors. Mr. Lange noted that they could spend a long time looking for software programs.

Mr. Hughes stated that they had to choose the vendor based on merit, not price.

MOTION: Mr. Lombard moved that the Audit Committee, based on its evaluation of the proposals and presentations made and their judgment as to the adequacy of the bid meeting all of the requirements of the Fort Myers Beach accounting system, recommend that Council select ProSoft as the vendor of the software system, second by Mr. Cote.

VOTE: Motion passed unanimously.

Mr. Lange will present the recommendation to Council on January 22, 2018.

Mr. Cote questioned whether Mr. Lange could inform ProSoft that they were selected. Chair Rodman indicated that was a good idea.

Mr. Lange noted that the hardware purchased would be installed within the next five to ten days.

Mr. Lombard questioned whether they could start working on the contract with ProSoft. Mr. Hughes questioned whether ProSoft could submit a draft contract. Mr. Lange will check with the Town Attorney.

MOTION: Mr. Lombard moved to adjourn the meeting; second by Mr. Hughes.

VOTE: Motion passed unanimously.

Meeting adjourned at 10:01 a.m.

Adopted 4/16/2018 with/without changes. Motion by Ed Lombard
(DATE)

Vote: 4-0 Signature: James P. Hughes

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