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2 **BILL NO. S-18-01-18**

SPECIAL ORDINANCE NO. S-11-18

3 **AN ORDINANCE** approving the awarding of 2019
4 **YEARLY MAINTENANCE FOR CUSTOMER**
5 **INFORMATION AND BILLING SOFTWARE**
6 between N. HARRIS COMPUTER
7 **CORPORATION** and the City of Fort Wayne,
8 Indiana, in connection with the Board of Public
9 Works

10 **NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL**
11 **OF THE CITY OF FORT WAYNE, INDIANA;**

12 **SECTION 1.** That the purchase of 2019 **YEARLY MAINTENANCE**
13 **FOR CUSTOMER INFORMATION AND BILLING SOFTWARE** between the
14 City of Fort Wayne, by and through its Board of Public Works and N. HARRIS
15 **COMPUTER CORPORATION**, is hereby ratified, and affirmed and approved
16 in all respects, respectfully for:

17 The tracking, billing of customers for services including water,
18 sewer, storm water, and solid waste management (garbage
19 collection);

20 involving a total cost not-to-exceed **ONE HUNDRED FORTY-TWO**
21 **THOUSAND FOUR HUNDRED EIGHTY-ONE AND 47/100 DOLLARS -**
22 **(\$142,481.47)** all as more particularly set forth in said **YEARLY**
23 **MAINTENANCE FOR CUSTOMER INFORMATION AND BILLING**
24 **SOFTWARE** which is on file in the Office of the City Clerk, and is by reference
25 incorporated herein, made a part hereof, and is hereby in all things ratified,
26 confirmed and approved.

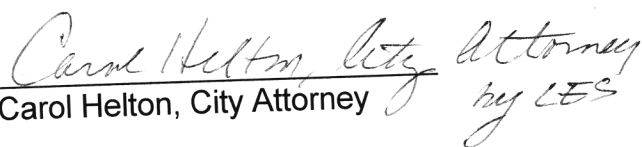
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SECTION 2. That this Ordinance shall be in full force and effect from and after its passage and any and all necessary approval by the Mayor.



Council Member

APPROVED AS TO FORM AND LEGALITY



Carol Helton, City Attorney *by CES*



FORT WAYNE BOARD OF PUBLIC WORKS TRANSMITTAL

Meeting Date: January 9, 2018

Department: City Utilities Administration

Preparer: Salge, Karen

Subject: N Harris - 2019 CIS Maintenance

Joe Welch presenting.

Description:

Approval of Services Agreement between the City of Fort Wayne and N. Harris Computer Corporation for 2019 purchase of yearly maintenance for customer information and billing software for the maintenance and repair of the City's infrastructure. Compensation for services performed shall be a not-to-exceed amount of \$142,481.47.

Attachments:


N Harris Corp - 2019 CIS Maintenance

Approval of Professional Services Agreement between the City of Fort Wayne and N. Harris Computer Corporation for 2019 purchase of yearly maintenance for customer information and billing software for the maintenance and repair of the City's infrastructure. Compensation for services performed shall be a not-to-exceed amount of \$142,481.47


City of Fort Wayne
Board of Public Works

Date: 11/9/18


Shan Gunawardena, Chair


Kumar Menon, Member


Mike Avila, Member

Attest: 
Lyndsey Richards, Clerk

CITY OF FORT WAYNE, INDIANA

Advanced Utility Systems, A Division of N.Harris Computer Corporation
(Vendor Name)

VENDOR DISCLOSURE STATEMENT RELATING TO:

1. FINANCIAL INTERESTS;
2. POTENTIAL CONFLICTS OF INTEREST;
3. CURRENT AND PENDING CONTRACTS OR PROCUREMENTS

Vendors desiring to enter into certain contracts with the City of Fort Wayne, Indiana (the "City") shall disclose their financial interests, potential conflicts of interest and current and pending contract or procurement information as set forth below.

The following disclosures by Vendors are required for all contracts with annual payments by the City in the amount of \$50,000 or more. Vendors shall disclose their financial interests, potential conflicts of interest and other contract and procurement information identified in Sections 1, 2 and 3 below as a prerequisite for consideration for a contract awarded by the City. This Disclosure Statement must be completed and submitted together with the Vendor's contract, bid, proposal or offer.

A publicly traded entity may submit its current 10K disclosure filing in satisfaction of the disclosure requirements set forth in Sections 1 and 2 below.

Section 1: Disclosure of Financial Interest in Vendor

a. If any individuals have either of the following financial interests in Vendor (or its parent), please check all that apply and provide their names and addresses (attach additional pages as necessary):

- (i) Equity ownership exceeding 5%
- (ii) Distributable income share exceeding 5%
- (iii) Not Applicable (If N/A, go to Section 2)
- Name: _____ Name: _____
- Address: _____ Address: _____

b. For each individual listed in Section 1a. show his/her type of equity ownership:

- sole proprietorship stock
- partnership interest units (LLC)
- other (explain) _____

c. For each individual listed in Section 1a. show the percentage of ownership interest in Vendor (or its parent): ownership interest:

Name: _____ %

Name: _____ %

Section 2: Disclosure of Potential Conflicts of Interest (not applicable for vendors who file a 10K)

For each individual listed in Section 1a. check "Yes" or "No" to indicate which, if any, of the following potential conflict of interest relationships apply. If "Yes", please describe using space under applicable subsection (attach additional pages as necessary):

- a. City employment, currently or in the previous 3 years, including contractual employment for services:
Yes _____ No

- b. City employment of "Member of Immediate Family" (defined herein as: *Spouse, Child, Step Child, Parent or Step Parent, Father-in-law or Mother-in-law, Brother or Sister, Step Brother or Step Sister, Half Brother or Half Sister, Brother-in-law or Sister-in-law, Son-in-law or Daughter-in-law, Grandparent or Step Grandparent, Grandparent or Step Grandparent of Spouse, Grandchild*)
Including contractual employment for services in the previous 3 years:
Yes _____ No

- c. Relationship to Member of Immediate Family holding elective City office currently or in the previous 3 years:
Yes _____ No

Section 3: DISCLOSURE OF OTHER CONTRACT AND PROCUREMENT RELATED INFORMATION

- a. Does Vendor have current contracts (including leases) with the City? Yes No _____

If "Yes", identify each current contract with descriptive information including purchase order or contract reference number, contract date and City contact below (attach additional pages as necessary).

Customer Information System License Agreement – Bill No S-13-10-20
Customer Information System Software Implementation Services Agreement – Bill No S-13-10-19
Customer Information System Support and Maintenance Agreement – Bill No S-13-10-21b.

- Does Vendor have pending contracts (including leases), bids, proposals, or other pending procurement relationship with the City? Yes _____ No

If "Yes", identify each pending matter with descriptive information including bid or project number, contract date and City contact using space below (attach additional pages as necessary).

c. Does vendor have any existing employees that are also employed by the City of Fort Wayne?

Yes _____ No

If "Yes", provide the employee's name, current position held at vendor, and employment payment terms (hourly, salaried, commissioned, etc.).

Name / Position / Payment Terms:

Name / Position / Payment Terms:

Name / Position / Payment Terms:

d. Does vendor's representative, agent, broker, dealer or distributor (if applicable) have any existing employees that are also employed by the City of Fort Wayne? For each instance, please provide the name of the representative, agent, broker, dealer or distributor; the name of the City employee, and the payment terms (hourly, salaried, commissioned, etc.).

Company / Name / Payment Terms: _____

Company / Name / Payment Terms: _____

Section 4: CERTIFICATION OF DISCLOSURES

In connection with the disclosures contained in Sections 1, 2 and 3 Vendor hereby certifies that, except as described in attached Schedule A:

- a. Vendor (or its parent) has not, within the five (5) year period preceding the date of this Disclosure Statement, been debarred, suspended, proposed for debarment declared ineligible or voluntarily excluded from any transactions by any federal, state or local unit of government;
- b. No officer or director of Vendor (or its parent) or individual listed in Section 1a. is presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any offense;
- c. Vendor (or its parent) has not, within the five (5) year period preceding the date of this Disclosure Statement, had one or more public transactions (federal, state or local) terminated for cause or default;
- d. No officer or director of Vendor (or its parent) or individual listed in Section 1a. has, within the five (5) year period preceding the date of this Disclosure Statement, been convicted, adjudged guilty, or found liable in any criminal or civil action instituted by the City, the federal or state government or any other unit of local government; and
- e. Neither Vendor, nor its parent, nor any affiliated entity of Vendor, or any of their respective officers, directors, or individuals listed in Section 1a. is barred from contracting with any unit of any federal,

COUNCIL DIGEST SHEET

Enclosed with this introduction form is a tab sheet and related material from the vendor(s) who submitted bid(s). Purchasing Department is providing this information to Council as an overview of this award.

RFPs & BIDS

Bid/RFP #	N/A
Awarded To	Harris
Amount	\$142,481.47
Conflict of interest on file?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Number of Registrants	N/A
Number of Bidders	N/A
Required Attachments	

EXTENSIONS

Date Last Bid Out	N/A
# Extensions Granted To Date	N/A

SPECIAL PROCUREMENT

Contract #/ID (State, Federal, Piggyback--Authority)	N/A
Sole Source/ Compatibility Justification	Sole Source – Software Maintenance

BID CRITERIA *(Take Buy Indiana requirements into consideration.)*

Most Responsible, Responsive Lowest	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If no, explain below</i>
If not lowest, explain	N/A

COUNCIL DIGEST SHEET

COST COMPARISON

<i>Increase/decrease amount from prior years For annual purchase (if available).</i>	This maintenance increased 7% from 2017.
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DESCRIPTION OF PROJECT / NEED

<i>Identify need for project & describe project; attach supporting documents as necessary.</i>	The need for the yearly maintenance is to obtain support to help staff deal with software issues and periodically obtain new versions of the software.

REQUEST FOR PRIOR APPROVAL

<i>Provide justification if prior approval is being requested.</i>	N/A

FUNDING SOURCE

<i>Account Information.</i>	Utility Administration

Date: January 3, 2018

To: Common Council Members
From: Joseph Welch, City Utilities Chief Information Officer
RE: Yearly Maintenance for Harris Customer Information and Billing Software

Members of City Council:

This ordinance is to authorize the purchase of yearly maintenance for customer information and billing software from N. Harris Computer Corporation. for the maintenance and repair of the City's infrastructure. This year's cost of maintenance for this software is \$142,481.47.

The software is used to track assets for:

- Water Maintenance and Service (Mains, Hydrants, Valves)
- Water Pollution Control Maintenance (Mains, Manholes, Inlets)
- Street Department (Streets, Intersections)
- Street Light Operations (Poles, Lights)

The software also manages Inventory Tracking, Preventative Maintenance Scheduling, and Requests for Repairs for the above departments and Sewer Engineering.

The cost for this software is divided between Fort Wayne Civil City (25%) and Fort Wayne City Utilities (75%). The share was determined by the approximate ratio of infrastructure assets under control of the system.

Our decision to pay maintenance rests on four tests:

- Do we have a continuing internal commitment to use this software?
- Is the software vendor continuing to improve the product?
- Is the vendor useful in solving problems with the software?
- If the software fails, what's the worst case scenario?

City Utilities relies solely on the use of customer information and billing software to bill and collect payment from customers for the services listed above. N. Harris Computer Corporation provides regular updates to the software and supports our day to day operation of the software.

If you have any questions, please let me know.

Joseph Welch
Fort Wayne City Utilities
Chief Information Officer

CC: BOW
Matthew Wirtz
Diane Brown
Construction Manager
File

BILL NO. S-18-01-18

REPORT OF COMMITTEE ON CITY UTILITIES

February 6, 2018

Glynn Hines Chair

Russell Jehl Co-Chair

All Council Members

An Ordinance approving the awarding of 2019 Yearly Maintenance for Customer Information and Billing Software between N. Harris Computer Corporation and the City of Fort Wayne, Indiana, in connection with the Board of Public Works

COMMITTEE ON CITY UTILITIES HAVE HAD SAID Ordinance under consideration and beg leave to report back to the Common Council that said Ordinance

DO PASS

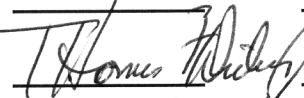
DO NOT PASS

ABSTAIN

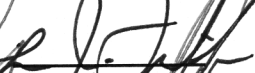
NO REC

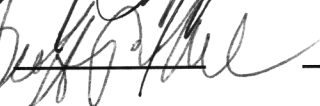




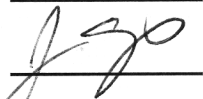




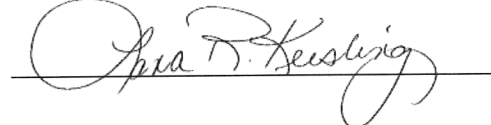








**LANA R. KEESLING
CITY CLERK**



Public Hearing Date: N/A

Read the first time in full and on motion by Councilman Hines.

Read the second time by title and referred to the City Utilities Committee.

Read the third time in full and on motion by Councilman Hines, placed on passage by the following vote:


<u>TOTAL VOTES</u>	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINED</u>	<u>ABSENT</u>
ARP	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BARRANDA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CRAWFORD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DIDIER	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ENSLEY	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FREISTROFFER	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HINES	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JEHL	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PADDOCK	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

DATED: February 13, 2018


LANA R. KEESLING, CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne, Indiana, as
General Resolution No. S-18-01-18 on the 13th day of February, 2018

ATTEST:


LANA R. KEESLING
CITY CLERK


PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the 14th
of February 2018, at the hour of 9:25 o'clock A.M. E.S.T.


LANA R. KEESLING, CITY CLERK

Approved and signed by me this 15TH day of November
2018, at the hour of 12:00 O'clock PM E.S.T.


THOMAS C. HENRY, MAYOR