

CITY OF DUNNELLON
COUNCIL
AGENDA SUMMARY FORM

Meeting Date: October 6, 2021

Review by City Attorney: N/A

Responsible Dept. Community Development

Council Action:

Department Head Approval: Georgina Cid

Date of Action:

City Clerk Approval:

Subject: Tyler Technologies – Munis Code Enforcement and Permitting Module Training

Request for Approval Summary Explanation & Background:

Due to the turnover in personnel in the Community Development department staff is requesting approval for training provided by Tyler Technology trainers on the Code Enforcement and Permitting module. Proper training of our staff and management is a must.

We have received a quote of \$6,520.00 for 40 hours at \$163.00 per hour training, which will be administered in blocks of 4 hours per instance, as needed. This training will be provided to planning assistant Jeanette Rehberg and me within a one (1) year period. We might not use all 40 hours of training but need to make sure we reserve them in advance.

Fiscal Information: Funds are not budgeted in FY2021-2022. A budget amendment will be presented to Council at year end if needed to use funds from the General Fund Unrestricted Reserve

Procurement Method: Sole Source

Recommended Action: Authorize the acceptance of the quoted amount for training on the Code Enforcement and Permitting Module.



Quoted By: Cindy Chase
 Quote Expiration: 3/30/22
 Quote Name: Dunnellon - Munis Permit Training
 Quote Number: QUO-278145-Z2R6F4
 Quote Description: Munis Permit Training

Sales Quotation For:

City of Dunnellon
 20750 River Dr
 Dunnellon FL 34431-6744
 Phone: +1 (352) 465-8500

Professional Services

Description	Quantity	Unit Price	Extended Price	Maintenance
Implementation	40	\$ 163	\$ 6,520	\$ 0
TOTAL			\$ 6,520	\$ 0

Summary

Total Tyler Software
 Total Annual
 Total Tyler Services
 Total Third-Party Hardware, Software, Services

One Time Fees

\$ 0
 \$ 0
 \$ 6,520
 \$ 0

Recurring Fees

\$ 0
 \$ 0
 \$ 0
 \$ 0

Summary Total

\$ 6,520

\$ 0

Contract Total

\$ 6,520

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held
For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____ P.O.#: _____

All Primary values quoted in US Dollars

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
 - Implementation and other professional services fees shall be invoiced as delivered.
 - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
 - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
 - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
 - If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
 - Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Unless otherwise indicated on this Sales quotation, annual services will be invoiced in advance, for annual terms commencing on the date this sales quotation is signed by the Client. If listed annual service(s) is an addition to the same service presently existing under the Agreement, the first term of the added annual service will be prorated to expire coterminous with the existing annual term for the service, with renewals to occur as indicated in the Agreement.
- Expenses associated with onsite services are invoiced as incurred.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the scope, level of engagement, and timeline as defined in the Statement of Work (SOW) for your project. The actual amount of services required may vary, based on these factors.

Tyler's pricing is based on the scope of proposed products and services contracted from Tyler. Should portions of the scope of products or services be altered by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.


Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely but can be done onsite upon request at an additional cost.

In the event Client cancels services less than two (2) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

Implementation hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

As a new Tyler client, you are entitled to a 30-day trial of the Tyler Detect cybersecurity service. Please reference <https://www.tylertech.com/services/tyler-detect> for more information on the service and contact CybersecuritySales@tylertech.com  to initiate the trial.