

Financial Data Analytic Tool Reimbursement Request

Issued under authority of 2019 Public Act 56. Filing is mandatory to qualify for reimbursement.

PART 1: LOCAL UNIT INFORMATION				
Local Unit Name Charter Township of Bloomfield	Local Unit County Name Oakland	Local Unit Code 631030	Last Four Digits of FEIN 0242	Vendor Customer No.
Payment Mailing Address 4200 Telegraph Rd	City Bloomfield Hills	State MI	ZIP Code 48303	
Contact Name Jason Theis	Contact Title Finance Director			
Contact E-Mail Address jtheis@bloomfieldtwp.org	Contact Telephone Number (248) 433-7712	Extension		
PART 2: APPROVED VENDOR SELECTED BY THE CITY, VILLAGE, TOWNSHIP, COUNTY, OR REGIONAL COUNCIL OF GOVERNMENT				
<input checked="" type="checkbox"/> Munetrix		<input type="checkbox"/> Forecast5		
PART 3: FINANCIAL DATA ANALYTIC TOOL LICENSING AGREEMENT INFORMATION				
Start Date 01/01/2019	End Date 12/31/2019	Length of Agreement 1 year	Total Cost \$ 6,844.35	
PART 4: REQUIRED ATTACHMENTS				
Attached	Items Required to be Submitted to the Michigan Department of Treasury			
<input checked="" type="checkbox"/>	A signed "Licensing Agreement" from either Munetrix or Forecast5.			
<input checked="" type="checkbox"/>	A copy of the invoice with the cost of the financial data analytic tool identified.			
<input checked="" type="checkbox"/>	A copy of the canceled check(s) or ACH information (bank statement(s)) supporting the payment of the invoice.			
PART 5: CERTIFICATION				
In accordance with 2019 Public Act 56, the undersigned hereby certifies to the Michigan Department of Treasury that the above mentioned city, village, township, county, or regional council of government has entered into a licensing agreement, on or before December 1, 2018, with one of the Michigan Department of Technology, Management and Budget approved financial data analytic tool vendors; that all of the information in this request is complete and accurate; and that all expenditures have been made by December 31, 2019, and filed according to accounting procedures set forth by the Michigan Department of Treasury.				
Chief Administrative Officer Signature (as defined in MCL 141.422b) 	Printed Name of Chief Administrative Officer Leo Savoie		Date 11/21/2019	

A completed and signed form (including required attachments) should be e-mailed to:

TreasRevenueSharing@michigan.gov

If you are unable to submit via e-mail, fax to 517-335-3298 or mail the completed form and required attachments to:

Michigan Department of Treasury
Revenue Sharing and Grants Division
PO Box 30722
Lansing MI 48909

For questions, call 517-335-7484.

TREASURY USE ONLY			
Certification Received	Licensing Agreement Received	Invoice Received	Payment Support Received
Notes:			

December 19, 2017

Mr. Jason Theis
Finance Director
The Charter Township of Bloomfield
4200 Telegraph Road P.O. Box 489
Bloomfield Hills, MI 48303-0489

Dear Mr. Theis:

Thank you for your consideration with regards to a new subscription package that aligns with the State of Michigan pricing on behalf of The Charter Township of Bloomfield. The State of Michigan recognized the value of data analytics services for local governments and has a legislated funding mechanism to subsidize local units who purchase such a system. For the state's 2017-2018 fiscal year, Section 936 of the General Government Appropriations was the funding vehicle, which we have no reason to believe it will not continue into the future.

Munetrix is an approved vendor, and the company was scored highest by the State's Joint Evaluation Committee. The benefactors to our years of hard work will be the local units, like the The Charter Township of Bloomfield.

We understand that times are still tough for local governments. Our mission is to provide you the data storytelling and analytical horsepower you need to make informed decisions and to provide tools that can save you time while protecting institutional knowledge.

As part of the ROI for our customers, we are also expanding our Public Administration Intern program.

As you know, there is a crisis level shortage of public sector employees on the horizon coupled with a shortage of Public Administration, and Political Science grads coming out of college with experience. We will expand our intern program such that these young adults get real world experience with Michigan municipalities. Call it a "Munetrix Farm Club" if you will, but whether it is working on a special project for you, your CVTRS or CIP report, or just analyzing data in general, our Interns will be ready when the call to service eventually comes.

For customers that need additional help, we are now offering three levels of service plans as well. These plans allow us to be "On-Call Support" so to speak; a virtual an extension of our team including access to our Advisory Staff, should the need for consultation or advice be important to you.

Finally, our customers have access to our preferred vendor network, where we have built relationships to focus on Energy and Facility & Infrastructure maintenance and planning. We look forward to sharing a variety of best practices with you as our relationship matures.

Details of our subscription plans and options follow.



Bob Kittle
248-499-8355
bob@munetrix.com
President & Co-founder

MUNETRIX SUBSCRIPTION AGREEMENT – THE CHARTER TOWNSHIP OF BLOOMFIELD

Thank you for your willingness to make an investment in Munetrix. This letter and attachments will act as the Subscription Agreement (“Agreement”) and to memorialize the terms to Munetrix’s products and services under the Agreement.

Munetrix LLC agrees to license The Charter Township of Bloomfield to access and use the MUNETRIX online software data, planning and analytics solutions (“the Product”) for the purpose and business related to The Charter Township of Bloomfield under the following, revised terms for our **Premium Edition**.

1. The Charter Township of Bloomfield's Subscription Agreement will last for a term of three years commencing on the first day of the next month from the date of your signature below. **(Jan. 1, 2018)**.
2. Except as provided for under Paragraph 4, The Charter Township of Bloomfield agrees to pay an **Annual Subscription Fee of \$6,844.35** for each year of the term, with each annual license fee being due and payable as set forth in this Agreement. For Bloomfield Township, the implementation fee is waived, leaving the first year total fee at \$6,844.35 for the Premium Edition. The Charter Township of Bloomfield's purchase of this Subscription Agreement to MUNETRIX entitles The Charter Township of Bloomfield to two Authorized User Accounts, which will be activated upon receipt of this Agreement signed by you or another Authorized Signatory of The Charter Township of Bloomfield.
3. The annual Subscription fee is based on The Charter Township of Bloomfield's 2016 US CENSUS population estimate of 41,258 and a formula provided to the Michigan Department of Treasury. Specific product options are outlined on the Services Proposal Worksheet, and are subject to the following terms:
 - a. Fee payable within 30 days of the date of your signature below.
 - b. Subsequent annual Subscription fees are due and payable on the first and second anniversary dates, as outlined in Paragraph 1.
4. If the State of Michigan does not adopt a reimbursement program of any type for subsequent fiscal years for Michigan Municipalities to license and use data analytics software, The Charter Township of Bloomfield shall have the option to terminate this Agreement upon written notice to MUNETRIX if done so before 30 days of the Anniversary Date. Such notice will eliminate any further contractual obligations by The Charter Township of Bloomfield to MUNETRIX. If The Charter Township of Bloomfield does not exercise this conditional early termination option, The Charter Township of Bloomfield will be obligated to pay the Subscription fees for subsequent renewal terms, due and payable on the first and second anniversary dates of the date of your signature below, as explained above.
5. This Agreement entitles The Charter Township of Bloomfield to two Authorized User Accounts for named and registered users who must also agree to the MUNETRIX Terms of Use, which are available at Munetrix.com. Additional Authorized User Accounts are available for a fee of \$250/each, which if you have chosen to purchase additional User licenses, are identified on the Services Proposal Worksheet and are incorporated into the License Fee stated. Additional User Account fees are not privy to any reimbursement under the Appropriation. The number of licensed users can be changed at any time, and will be billed for as a separate line item, including any appropriate proration, and payable under the same terms as above.
6. Authorized User Accounts must be registered with MUNETRIX and are personal to the authorized user, not “seat” licenses. Any Authorized User Account is transferrable to a new authorized user only by registration of the new Authorized User with MUNETIX, concurrent with the deactivation of the prior Authorized User’s access, and the acceptance by the new User to the Munetrix Terms of Use. The Charter Township of Bloomfield and its employees or affiliates shall not permit non-authorized users access to or use of the Product, unless it is by virtue of public transparency access. User administrative rights can also be provided to The Charter Township of Bloomfield , if it so desires.

MUNETRIX agrees to provide training and support as follows:

1. One web-based training session upon activation of The Charter Township of Bloomfield's Authorized User Accounts.
2. One web-based training and refresher session per year.
3. Basic phone and email support.
 - a. (Additional Support Packages are also available for a fee – see Services Proposal Worksheet).

AUTHORIZED USERS: (Please provide this information)

Fiscal Editor Name: Jason Theis
Fiscal Editor Title: Finance Director
Fiscal Editor Email: jtheis@bloomfieldtwp.org

Demographic Editor Name: _____ (NOT REQUIRED)
Demographic Editor Title: _____
Demographic Editor Email: _____

If you need additional user seats, please indicate so on page 5 of this agreement.

Thank you again for your interest in MUNETRIX. We look forward to becoming an embedded partner with you, as some have come to refer to us as an extension of their team.

Sincerely,



Bob Kittle
President & Co-Founder

Agreed by: 

Printed Name: _____

Date: 12/20/17

MUNETRIX SERVICES PROPOSAL WORKSHEET

This Munetrix Services Proposal Worksheet identifies the proposal elements that are shown on the cover letter and Subscription Agreement. If any additional options or features are desired, please indicate on this document and we will adjust your plan and resend a new version to you. If you are satisfied with the Proposal Worksheet as is, no action is required except to sign the Subscription Agreement and return it back to us either by fax to (248) 683-5826 or a scan via email to support@munetrix.com.

Customer Name: The Charter Township of Bloomfield		Local Unit Type: Township		
Subscription or Service Type: Premium Edition				
Special Service or Overview:				
Terms: Net 30				
Contract Start Date: Upon receipt of signed agreement		Anniversary Date:		
Customer Account # 631030	Account Manager: Bob Kittle	Sales Vertical: Municipal	Client Referral Source: Internal	
Scope of Services or Deliverables: Premium Edition, Multi-year contract with Munetrix. See subscription agreement for details.			Fees:	Type:
			<input type="checkbox"/>	Fixed
			<input type="checkbox"/>	Monthly
			<input type="checkbox"/>	Annual
			<input checked="" type="checkbox"/>	Multi-year
			41,258	Population
Description				Investment
Transparency Edition - (Meets State of Michigan Mandatory Minimum Requirements) & Includes:				\$4,562.90
Two User Seats				\$0.00
Dynamic Dashboard				\$0.00
Peer Group Comparisons				\$0.00
BudgetBuilder™				\$0.00
Debt Manager™				\$0.00
Open Checkbook				\$0.00
CVTRS/CIP Compliance Report Wizard				\$0.00
Implementation Fee (First Year Only)				\$0.00
Basic Training & Support Included (per subscription agreement unless option service upgrades chosen)				\$0.00
Subtotal:				\$4,562.90

Premium Edition - Includes all Transparency Features and:	\$6,844.35
<input type="checkbox"/> Buildings Manager™ (Included with CIP, \$1,200 a la carte)	\$0.00
<input type="checkbox"/> Capital Improvement Manager™ (CIP) (requires Chart of Accounts Manager™)(\$2,400 a la carte)	\$0.00
<input type="checkbox"/> Chart of Accounts Manager™ (\$1,200 a la carte)	\$0.00
<input type="checkbox"/> Custom Reports (\$900 a la carte)	\$0.00
<input type="checkbox"/> ForecastBuilder™ (\$1,200 a la carte)	\$0.00
<input type="checkbox"/> Headcount Manager™ (\$1,200 a la carte)	\$0.00
<input type="checkbox"/> ProjecTracker™ (\$600 a la carte)	\$0.00
<input type="checkbox"/> Trust Fund Manager (\$1,200 a la carte)	\$0.00
<input type="checkbox"/> Emergency Preparedness Manager (Call for quote)	\$0.00
<input type="checkbox"/> Implementation Fee (First Year Only)	\$0.00
<input type="checkbox"/> Basic Training & Support Included (per subscription agreement unless option service upgrades chosen)	\$0.00
Subtotal (includes all Transparency & Premium features):	\$6,844.35

COMPANY AND LICENSEE RESPONSIBILITIES

Licensee and User Responsibilities: The Licensee and User shall (i) be responsible for the accuracy, quality and legality of its data entered into the Tool (or any database that utilizes the Tool) and of the means by which such data is acquired, (ii) use commercially reasonable efforts to prevent unauthorized access to or use of the Tool, and notify the Company promptly of any such unauthorized access or use, and (iii) use the Tool only in accordance with the Terms of Use and applicable laws and regulations.

The Licensee and its Users shall not (a) sell, resell, rent or lease the Tool, (b) use the Tool to store or transmit infringing, libelous, or otherwise unlawful or tortious material, or to store or transmit material in violation of third-party privacy rights, (c) use the Tool to store or transmit viruses or malicious code, (d) interfere with or disrupt the integrity or performance of the Tool or any third-party data contained therein, or (e) attempt to gain unauthorized access to the Tool or their related systems or networks and (f) decommission access to or otherwise notify Munetrix to decommission any Authorized Users from having access to the Tool upon termination of their employment from the Licensee's organization.

Company Responsibilities: At a minimum of once per year, as long as State Agencies continue to provide access to bulk data downloads, updated Annual Financial Reports, and other data released by the State will be uploaded and will replace any information in the system that has been input. This data will be labeled as "Historic" and subsequently be "locked down" so no further editing is allowed. Basic system enhancements will occur periodically at no additional charge. These updates will be in the form of slight modifications that make the system more user-friendly or intuitive, and may include various additions to data or charts that can help a municipality or the general public understand the data better. No version downloads are required by the Licensee; these updates will automatically appear once released for production and a User Notification will appear upon the Licensees next log-in. The Notification feature is TURNED ON as the Tool's default setting, and this preference may be changed by the Licensee using the system's settings. The company will also respect the privacy of Licensees (the Munetrix Privacy Policy is available at Munetrix.com).

Limitation of Liability: The liability of the Company arising out of or related to this Agreement or the Tool shall not exceed the amount of the most recent Subscription Fee paid by the Licensee under this Agreement. Relationship of the Parties: The parties to this Agreement are independent contractors. This Agreement does not create a partnership, franchise, joint venture, agency, fiduciary or employment relationship between the parties.

Assignment: Licensee may not assign any of its rights or delegate any of its duties under this Agreement without the prior written consent of the Company.

Severability: If any provision of this Agreement is held by a court of competent jurisdiction to be contrary to law, the provision shall be modified by the court and interpreted so as best to accomplish the objectives of the original provision to the fullest extent permitted by law, and the remaining provisions of this Agreement shall remain in effect. In addition to any other rights and remedies that the parties might have at law or in equity, the Company reserves the right to suspend or cancel the Licensee's Subscription and access to the Tool if the Licensee breaches (or threatens to breach) any term of this Agreement.

State of Michigan Reimbursement: Reimbursement by the State of Michigan to the subscribing local unit under Section 936 of the 2017-2018 General Government Appropriations will be made to the local unit upon their request for reimbursement to the Michigan Department of Treasury, per the Legislation. Munetrix, to the extent permitted, will prepare the documentation on behalf of the subscribing local unit, but submission and confirmation of receipt will be the responsibility of the subscribing local unit.

Governing Law: This Agreement shall be bound by the laws of the State of Michigan.

Entire Agreement: This Agreement along with the Terms of Use constitutes the entire agreement and supersedes all prior agreements, proposals or representations, written or oral. No modification, amendment, or waiver of any provision of this Agreement shall be effective unless in writing and signed by the party against whom the modification, amendment or waiver is to be asserted.

Additional Users:	
<input type="checkbox"/> Additional Authorized User(s): \$250 per additional user	\$0.00

Optional Features or Plans:	
<input type="checkbox"/> Board Member Module (\$250 per board member)	\$0.00
<input type="checkbox"/> Basic: \$3,000/year or \$250/month (+10% discount on subscription fee)	\$0.00
<input type="checkbox"/> Preferred: \$6,000/year or \$500/month (+20% discount on subscription fee)	\$0.00
<input type="checkbox"/> Optimal: \$12,000/year or \$1,000/month (+30% discount on subscription fee)	\$0.00

<input type="checkbox"/> Total Investment For Transparency Edition Plus Options:	\$
<input type="checkbox"/> Total Investment for Premium Edition Plus Options:	\$

Billing Address:	The Charter Township of Bloomfield	4200 Telegraph Road P.O. Box 489	Bloomfield Hills	MI	48303-0489
Special Billing Instructions or Bill-to Name: Mr. Jason Theis			Title: Finance Director	Email: JTheis@bloomfieldtwp.org	
Other Information:					
	Details of Milestones (If Applicable)	Estimated Timing of Deliverables	Additional Fee(s) (If Applicable)		
	Implementation	TBD - Based on date of contract execution	None		
	Training	TBD - Based on date of contract execution	None		

Munetrix LLC
3297 Five Points Drive
Auburn Hills, MI 48326



BILL TO:
Jason Theis
Bloomfield Township
4200 Telegraph Rd
PO Box 489
Bloomfield Twp., MI 48303

INVOICE #: 2402
INVOICE DATE: 12/01/2018
TERMS: Net 30
DUE: 12/31/2018

ANNIVERSARY	LOCAL UNIT CODE
January 1	631030

DESCRIPTION	QTY	RATE	AMOUNT
Level 3 Municipal Multi-year License: Premium Edition per signed subscription agreement dated December 20, 2017 Year 2 of 3	1	6,844.35	6,844.35

Note: Optional Service Contract Support Packages are now available. Contact us for more details.

AMOUNT PAID: 6,844.35

AMOUNT DUE: \$0.00

PAID

Please Remit To:
Munetrix, LLC - Accounts Payable
3297 Five Points Drive
Auburn Hills, MI 48326

Credit Card Payments – Add 3.5% Processing Fee

Please note that any unpaid balances are subject to a 1.25% compounded late fee.

Payment of this invoice acknowledges agreement to pricing and Terms of Use which is available at www.munetrix.com

Munetrix Terms state that subscription cancellation requests must be received at least 30 days in advance of your anniversary date. Please contact us directly at 248-499-8355 if you have any concerns regarding your subscription.

Check No. 49429

Invoice Total:	(-) Retainage	(-) Discount	(+) Freight	(+) State Tax	(+) City Tax	(+) County Tax	(=) Total Payment
6,844.35	0.00	0.00	0.00	0.00	0.00	0.00	6,844.35

DATE	INVOICE NO.	DESCRIPTION	NET AMOUNT
12/01/2018	2402	LEVEL 3 MUNICIPAL MULTI-YEAR LICENSE	6,844.35

Total: \$6,844.35

PLEASE DETACH BEFORE DEPOSITING CHECK
BLOOMFIELD TOWNSHIP • 4200 Telegraph Road, P.O. Box 489, Bloomfield Hills, MI 48303-0489

Acct # :656520350

Check # :49429

Amount :6,844.35

Seq# :2190334707

THIS DOCUMENT IS PRINTED ON GREEN SECURITY PAPER WITH A BASKETWEAVE PATTERN VISIBLE FRONT AND BACK AND HAS AN ARTIFICIAL WATERMARK ON THE BACK. THE MAGNETIC NUMBERS BLEED THROUGH THE BACK OF THE PAPER

BLOOMFIELD TOWNSHIP
4200 Telegraph Road, P.O. Box 489
Bloomfield Hills, MI 48303-0489 • (248) 433-7712

JPMorgan Chase Bank, N.A.
Detroit, MI 48226
9-32/720

Check No: 49429

Date
12/24/2018

Amount
\$6,844.35

PAY Six Thousand Eight Hundred Forty-Four and 35/100 Dollars

TO THE ORDER OF MUNETRIX, LLC - ACCOUNTS PAYABLE
3297 FIVE POINTS DRIVE
AUBURN HILLS, MI 48326



⑈049429⑈ ⑆072000326⑆ 656520350⑈

20190103 8626915945 E979573 6
FTEM051 51304 77217134 1622
5/3 Bank >042000314<

PAY TO THE ORDER OF
Fifth Third Bank
072405485
FOR DEPOSIT ONLY
Munetrix LLC
2914923446