

**SUMTER COUNTY BOARD OF COMMISSIONERS  
EXECUTIVE SUMMARY**

**SUBJECT:** MethodFactory GovMax v5 Ad-Hoc Reporting Agreement

**REQUESTED ACTION:** **Approve the MethodFactory Agreement between MethodFactory, Inc. and the Sumter County Board of County Commissioners (BOCC) for the development of an Ad-Hoc Reporting Database.**

Work Session (Report Only)    **DATE OF MEETING:** 8/24/2010  
 Regular Meeting                       Special Meeting

**CONTRACT:**  N/A    Vendor/Entity: \_\_\_\_\_  
Effective Date: \_\_\_\_\_    Termination Date: \_\_\_\_\_  
Managing Division / Dept: \_\_\_\_\_

**BUDGET IMPACT:** \$7,250 - funding is available in current budget  
 Annual                      **FUNDING SOURCE:** \_\_\_\_\_  
 Capital                      **EXPENDITURE ACCOUNT:** \_\_\_\_\_  
 N/A

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**HISTORY/FACTS/ISSUES:**

The GovMax budgeting software system has several standard reports built into the system. Should additional reports/information need to be extracted from the system, currently it is necessary to pay MethodFactory for the development of reports or extraction of data. Acquiring rights to this database will allow in-house development of reports and extraction of other information on an as-needed basis, saving time and money.

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|                 |                            |
|-----------------|----------------------------|
| Client Name:    | <b>Sumter County, FL</b>   |
| Project Name:   | GovMax v5 Ad-Hoc Reporting |
| Proposal Number | SUM2010_03                 |
| Date Prepared:  | July 23, 2010              |

### *Intent of this document:*

This document is an agreement between the client and MethodFactory for services herein defined. The description of work, estimation, and payment schedule are listed.

### *Description of Work*

The objective of this engagement is to provide Sumter County, FL Crystal Reports developers with the ability to create custom reports within GovMax v5.

### *Estimation of Work*

The cost for services is based upon the standard rate as defined in the Master Services Agreement with an effective date of 4/22/2008. This effort will be billed against proposal number SUM2010\_03 GovMax v5 Client Migration.

### **Ad-Hoc Reporting set-up**

| <b>Reporting Area</b>                          | <b>Hours</b> |
|--|--------------|
| Line Items (Expenditures and Revenues)         |              |
| Line Items Details (Expenditures and Revenues) |              |
| Funds  |              |
| Position Budgeting                             |              |
| Budget Issues                                  |              |
| <b>Total Estimate</b>                          | <b>30</b>    |

| <b>Security Setup</b>                 | <b>Hours</b> |
|---------------------------------------|--------------|
| VPN Setup                             |              |
| ODBC Connection                       |              |
| Security Settings on Business Objects |              |
| <b>Total Estimate</b>                 | <b>12</b>    |

| <b>Documentation and Training</b>                                  | <b>Hours</b> |
|--|--------------|
| Documentation (Universe Access, Publishing)                        | 4            |
| Data Dictionary Development  | 8            |
| Using GovMax Universe Training (up to 2 GotoMeeting sessions @ 2h) | 4            |
| <b>Total Estimate</b>  | <b>16</b>    |



**Assumptions**

- Client must possess Crystal Reports expertise.
- This SOW is exclusive of any Business Objects/Crystal Reports training. It is up to the client to have staff on hand with a minimum of intermediate knowledge of Crystal Reports writing.
- Client is responsible for obtaining Crystal Reports 2008 Designer licensing (~\$350ea.).

**Payment Schedule**

| Invoice Milestone  | Invoice Date | Amount Due |
|--------------------|--------------|------------|
| Project Completion |              | \$7,250    |

Total Estimate ..... \$7,250

**Approval of Statement of Work**

|                 |                            |
|-----------------|----------------------------|
| Project Name:   | GovMax v5 Ad-Hoc Reporting |
| Proposal Number | SUM2010_03                 |

|                   | Sumter County, FL     | MethodFactory  |
|-------------------|-----------------------|--|
| <b>Name:</b>      | Doug Gilpin, Chairman | Scott Auer, Partner  |
| <b>Date:</b>      |                       | 7/23/2010  |
| <b>Signature:</b> |                       |  |

This statement of work is subject to the terms and conditions in the executed Master Service Agreement.