

RESOLUTION NO. 2018-70


A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT THE PROPOSAL AND ENTER INTO AN AGREEMENT WITH IWORQ SYSTEMS FOR THE PROVISION OF BUILDING AND ZONING SOFTWARE APPLICATIONS AND SERVICES AT AN ANNUAL COST NOT TO EXCEED FOUR THOUSAND SEVEN HUNDRED NINETY FIVE AND 00/100 DOLLARS (\$4,795.00)

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. That the City Manager is authorized and directed to accept the proposal and enter into an agreement with iWorQ Systems for the provision of a Building and Zoning Software system, at an annual cost not to exceed Four Thousand Seven Hundred Ninety Five and 00/100 Dollars (\$4,795.00) which agreement shall be substantially in the form of Exhibit "A" attached hereto and made a part hereof.

SECTION 2. That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of this Council and that all deliberations of this Council and of its Committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22.

SECTION 3. That this Resolution shall be in full force and effect from and immediately after its adoption.

  
\_\_\_\_\_  
Brad Hartung, Mayor

ATTEST:   
Clerk of Council

ADOPTED: 28 AUG 2018



sales@iworq.com

(888) 655-1259

<b>Huron City</b>	<b>Quote creation: 7/17/2018</b>
417 Main St. Huron, OH 44389	Prepared by: Brady Hunsaker

## 1. QUOTE

Huron City - hereafter known as "Customer", enters into the following Service Agreement with iWorQ Systems, "iWorQ", headquartered in Logan, UT. Customer will pay an annual fee for the services and a one-time setup fee detailed below:

Population: 7,149

<u>Applications and Services</u>	<u>2018 Pricing</u>	<u>ZP Client Pricing</u>	<u>Billing</u>
<b>Community Development Package</b> Package Includes: <b>*Permit Management</b> <b>*Code Enforcement</b> - Available on any computer, tablet, or mobile device using Chrome browser - OpenStreetMap - Contractor portal, contractor licensing, configurable web link for citizens and contractors - Quarterly parcel upload - Up to 25 custom letters/permits/forms	<b>\$3,500.00</b>	<b>\$1,750.00</b>	Annual
<b>Licensing Package</b> Package Includes: <b>*2 Licensing Modules (one for contractors, one for everything else)</b> - Track business, animal, liquor, rental, and other license types - Includes customized reminder letters and online renewal - Up to 20 custom letters/forms	<b>\$3,500.00</b>	<b>\$1,750.00</b>	Annual
<b>Online Application Package</b> Package Includes: <b>*Up to 5 application forms</b> <b>*Premium Data (25 MB upload size and 100 GB storage)</b> - Robust mobile apps for Android and iOS - Web form/link for city website - Robust reporting capabilities - Upload images and pdf files	<b>\$1,590.00</b>	<b>\$795.00</b>	Annual
<b>Citizen Engagement with Mobile App</b> - Citizen account creation and request tracking - Robust mobile apps for Android and iOS - Web form/link for city website - Robust reporting capabilities	<b>\$1,590.00</b>	<b>\$500.00</b>	Annual





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- Upload images and pdf files - Track request location with X,Y coordinates - Includes Premium Data Package for data storage and upload (25 MB upload and 100 GB total file storage)			
<b>ANNUAL TOTAL</b>	<b>\$10,180.00</b>	<b>\$4,795.00</b>	

Set up and data conversion	<b>\$6,700.00</b>	WAIVED	Once
<b>Grand total due</b>	<b>\$16,880.00</b>	<b>\$4,795.00</b>	

### 1.1. Notes

- 1- Invoices for amount will be sent out 2 weeks after signature. Terms of the invoicing is Net 30 days.
- 2- Invoices may be prorated upon customer request.
- 3- This quote is provided at the customer's request and is good for 30 days.
- 4- This quote cannot be disclosed or used to compete with other companies.

## 2. ADDITIONAL SERVICES

iWorQ provides additional applications and services that can be purchased as part of your iWorQ solution. These can be added to the customer's annual cost, upon request.

<b>iTransact Card Processing</b> – setup merchant account and gateway, so card payments can be received/recorded in iWorQ. Includes public portal and up to 5 customized forms/links on customer website for citizens and contractors to submit permit requests, license requests, and make payments.	\$1000	Annual
<b>Citizen Engagement</b> - Drive citizen satisfaction, streamline communication between citizens and city/county leadership, and reduce overhead costs with a self-service public portal and a mobile application for Android and iOS.	Price based on Population	Annual
<b>Licensing</b> – track business, animal, liquor, rental, and other license types. Includes customized automated reminder letters and online renewal.	Price based on Population	Annual
<b>Work Management</b> – Track and manage work by location with OpenStreetMap with work order scheduling and templates, as well as tracking inventory, parts, materials, and purchase orders.	Price based on Population	Annual
<b>Premium Data Package</b> – 25 MB file upload size and 100 GB total storage	\$1000	Annual





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<b>Fleet Management</b> – Manage fleets effectively with work-order tracking, vehicle maintenance schedules, and custom fuel upload.	Price based on Population	Annual
<b>Facilities Management</b> – Manage facilities and track work orders, employee costs, and maintenance schedules.	Price based on Population	Annual
<b>Stormwater Management</b> – Manage a MS4 system with work order tracking, maintenance history, and stormwater asset tracking.	Price based on Population	Annual

A project quote must be requested for any custom development outside of iWorQ existing features and functions. Project timelines, scope, and cost vary depending upon the request.

### 3. GUIDELINES

#### 3.1 Getting started

iWorQ will assign an account manager to your account to begin the setup and training process upon contract signature.

Send the signed service agreement to iWorQ Systems:

Email: [bhunsaker@iworq.com](mailto:bhunsaker@iworq.com)

Fax: 1 (866) 379-3243

Mailing address:

PO Box 3784

Logan, UT 84323

Physical address:

1125 W. 400. N. Suite 102

Logan, UT 84321

#### 3.2 Billing information

iWorQ will invoice Customer on an annual basis. Customer reserves the right to cancel service at any time by providing iWorQ a 30-day written notice.

#### 3.3 Data conversion

As part of the project set up, iWorQ may provide a data conversion service. This service consists of importing data, sent by the Customer, in an electronic (relational database) format. iWorQ provides contact information and an upload site where the electronic data can be sent. Additional costs apply for data that does not meet the criteria listed above.

### 4. SERVICES and SUPPORT

#### 4.1 Data ownership

All customer data remains the property of the customer. Customer can request data electronically or on disk, upon cancellation of Service Agreement.



**4.2 FREE training**

iWorQ provides FREE training and support. iWorQ provides webinars, phone support, written manuals, web videos, documentation and help files. Training is available to any Customer with a login.

**4.3 FREE updates**

All updates, bug fixes, and upgrades are FREE to the Customer. iWorQ is a web-based application. Customer only needs to login to get any updates to the applications.

**4.4 FREE support**

Customer support and training are FREE and available from 8:00 A.M. to 5:00 p.m. Mountain Standard Time.

**4.5 FREE data back up**

iWorQ does back-ups twice weekly and offsite once weekly.

**4.6 Proprietary letters/forms**

Letters and forms, including permits, certificates, or other documents must be owned by the customer and have a clear copyright.

**4.7 Data upload and storage limits**

Standard data plan includes uploads of up to 3 MB per file and 10 GB total storage. iWorQ offers a premium data plan available for an additional annual cost.

**4.8 Software Terms and Limitations**

The iWorQ Software is the proprietary information and a trade secret of iWorQ, Systems Inc. and this agreement grants no title or rights of ownership with the Software. Customer shall not permit any user or other party to, (a) copy or otherwise reproduce, reverse engineer or decompile all or any part of the iWorQ Software, (b) make alterations to or modify the Software. (c) grant sublicenses, leases or other rights, or (d) permit any party access to the Licensed Software for purposes of programming against it.

**5. SET-UP & BILLING INFORMATION**

**5.1 Implementation information**

Primary Contact(s) \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_ Email \_\_\_\_\_



Secondary Contact(s) \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_ Email \_\_\_\_\_

## 5.2 Billing information

Billing Contact \_\_\_\_\_ Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_ Prefer to receive invoice by email? Yes  No

Billing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

PO# \_\_\_\_\_ (if required) Tax exempt ID# \_\_\_\_\_

Which month would you like to receive your annual invoice? \_\_\_\_\_

## 6. SIGNATURE

Signature of this Agreement is based on the understanding and acknowledgement of the terms and conditions stated within this Service Agreement.

\_\_\_\_\_  
(Phone)                      (Mobile)                      (Email)

\_\_\_\_\_  
(Signature)                      (Print Name & Title)                      (Date)

