

Memorandum of Understanding (MOU)

City/County New World MSP Software Upgrade & 10 Year Maintenance Agreement

1. Parties:

This memorandum of understanding (MOU) is made this _____ day of _____, 20__ by and between the City of Billings, Montana, 210 North 27th Street, Billings, MT 59101 (City), and Yellowstone County, Montana, 217 North 27th Street, Billings, MT 59101 (County).

2. Purpose:

The City and County wish to work cooperatively on the upgrade of the existing New World public safety software to the New World MSP windows based software. In addition, the City and County wish to agree to a 10-year maintenance agreement for the on-going maintenance of the New World MSP software. The County wishes to include their annual maintenance for Mobile Software in the 10-year agreement.

3. Effective Date:

This MOU is effective upon written approval by both parties and shall be in effect for Ten (10) years from the last approval date by either the City or County. Thereafter a new MOU may be negotiated between the City and County. Yellowstone County agrees to pay the City of Billings the pre-determined portion of the upgrade cost, Yellowstone County's portion of the estimated travel costs, and Yellowstone County's portion of the on-going maintenance for the 10-year period of the New World contract.

4. Responsibilities:

The City has an existing Master Agreement with New World Systems for the core application software used by both the City and the County and the City's mobile software licenses. The City will sign an addendum to our Master Contract with New World that covers the entire upgrade of the application software to the new MSP version, a 10-year maintenance agreement, and the addition of the annual maintenance for the County's Mobile licenses. Attachment "A" includes a summary of the expected costs for the upgrade, the on-going annual maintenance agreement, and the estimated travel related expenses. The County agrees to pay the City their portion of the invoices received for the upgrade of the application software to the new MSP software, for the County's portion of the on-going annual maintenance, and for the County's portion of the travel expenses. The upgrade to MSP will take approximately 18 – 24 months to complete. The total upgrade costs will be spread out over the life of the upgrade project, the maintenance costs will be billed annually, and the travel expenses will be billed as incurred. Upon receiving an invoice from New World, the City will bill the County for their portion of the invoice. The County agrees to pay the City within (30) days of receiving the bill from the City.

5. Contacts:

City of Billings: David Watterson, Chief Information Officer – 406-657-8330

Yellowstone County: Michael Linder, Sheriff - 406-256-2929

6. Modifications and Amendments:

Any amendment or modification of this MOU or any provisions herein shall be made in writing and executed in the same manner as this original document and shall after execution become a part of this MOU.

IN WITNESS WHEREOF, the parties hereto have executed this instrument the day and year first above written.

CITY OF BILLINGS, MONTANA _____
By: Thomas W. Hanel, Mayor

YELLOWSTONE COUNTY, MONTANA _____
By: Commissioner

APPROVED AS TO FORM:

By Brent Brooks
Brent Brooks, City Attorney

By [Signature]
, County Attorney

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Attachment "A"

Cost Summary by Department/Agency for MSP Upgrade:

CAD	\$ 249,865	
9-1-1	\$ 20,170	
Police	\$ 329,869	
Yellowstone County	<u>\$ 141,096</u>	
Project Total:	\$ 741,000	(Note: Total does NOT include travel & related expenses.)

Proposed Payments to New World for MSP Upgrade:

		Total Due	YC Share	City Share
Upon Contract Approval	30%	\$ 222,300	\$ 42,329	\$ 179,971
Full Project Plan is Approved	30%	\$ 222,300	\$ 42,329	\$ 179,971
End-User Training is Completed	20%	\$ 148,200	\$ 28,219	\$ 119,981
Final Approval	20%	<u>\$ 148,200</u>	<u>\$ 28,219</u>	<u>\$ 119,981</u>
Totals:		\$ 741,000	\$ 141,096	\$ 599,904

Projected Annual Maintenance:

	Years 1 - 5	Years 6 - 10
CAD	\$ 30,248 /yr	\$ 33,175 /yr
9-1-1	\$ 2,362 /yr	\$ 2,591 /yr
Police	\$ 39,262 /yr	\$ 43,062 /yr
Yellowstone County	\$ 16,517 /yr	\$ 18,115 /yr
Fire Records	\$ 12,793 /yr	\$ 14,031 /yr
Police Mobile	\$ 85,350 /yr	\$ 93,610 /yr
Sheriff Mobile	<u>\$ 24,000 /yr</u>	<u>\$ 26,323 /yr</u>
Totals:	\$ 217,000 /yr	\$ 238,000 /yr

Mayor Initials



Commissioner Initials

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Attachment "A"

Cost Sharing Estimates for New World Trips:

<i>Trip Description</i>	<i># of Trips</i>	<i>Est. Cost</i>	<i>CAD</i>	<i>911</i>	<i>Police</i>	<i>Sheriff</i>	<i>Fire</i>
<i>Project Mgmt</i>	<i>12</i>	<i>\$18,000</i>	\$6,095	\$491	\$7,972	\$3,442	
<i>CAD</i>	<i>11</i>	<i>\$16,500</i>	\$16,500				
<i>Records</i>	<i>9</i>	<i>\$13,500</i>			\$13,500		
<i>Corrections</i>	<i>9</i>	<i>\$13,500</i>				\$13,500	
<i>Mobile</i>	<i>5</i>	<i>\$7,500</i>			\$3,750	\$3,750	
<i>IT</i>	<i>2</i>	<i>\$3,000</i>	\$1,016	\$82	\$1,329	\$574	
<i>Fire</i>	<i>1</i>	<i>\$1,500</i>					\$1,500

Estimated

Totals: ***49*** ***\$73,500*** ***\$23,611*** ***\$573*** ***\$26,551*** ***\$21,265*** ***\$1,500***

Notes:

- 1) New World Estimates 49 Trips at a total cost of \$ 73,500. This represents an estimate of \$ 1,500/trip. New World has agreed to work with the City and County to reduce the number of trips where possible.
- 2) Trips are billed at actual cost as travel costs are incurred. Therefore, travel will be incurred in the FY14 & FY15 budgets.
- 3) The cost sharing percentages for "Project Mgmt" & "IT" related trips were modeled after the same percentages used to share the cost of the upgrade software & services.

Mayor Initials



 Commissioner Initials