

**Addendum to Master Services Agreement No. 4031**

**For the Purpose of Extension of Service Agreement To:**

**SCHEDULE NO. 1**

**BASE SERVICES AND COST**

**Parties:** City of Ramsey ("City")  
7550 Sunwood Drive NW  
Ramsey, MN 55303

OPUS<sup>21</sup> Management Solutions ("OPUS<sup>21</sup>")  
680 Commerce Dr., Suite 160  
Woodbury, MN 55125

This Addendum is part of the **Master Agreement** between the City of Ramsey and OPUS<sup>21</sup> Management Solutions originated February 7, 2008.

NOW, THEREFORE, the parties agree as follows:

**1. Term of Agreement.**

The term of the agreement will be 36 months beginning February 7, 2013 with two (2) one year renewal options.

**2. Cost of Services.** CIS Data Hosting, Bill Print, Lockbox and Support Services for Quarterly Billing:

		2008-2012	
City Information Systems (CIS) Data Hosting / Account / Qtr.	\$0.37	.46	4.09
Personnel & Support / Account / Qtr.	\$0.19	.24	7.04
Simplex Bill Print w/ Inner and Outer Envelopes	\$0.12	.12	
E-billing	\$0.07		
Remittance Lockbox / Account Processed	\$0.19	.19	
RevTrak / Account Processed	\$0.08		
Call Center from 8:00 AM – 9:00 PM / Account / Qtr.	\$0.14	.14	
Dedicated E-mail / Per Month	\$18.00		
First Insert at No Charge – Additional Inserts	\$0.03		

*net savings .05/  
per account  
per quarter*

Postage is a direct or pass-through cost.

Special notices and mailings at \$0.30 per item plus postage and printing.

OPUS<sup>21</sup> Management Solutions, LLC  
A Minnesota Limited Liability Company

City of Ramsey,  
A Minnesota Municipal Corporation

By: \_\_\_\_\_  
Lynn Shuba / President

By: \_\_\_\_\_  
Mayor

Attested By: \_\_\_\_\_  
City Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date