

1 **BILL NO. S-21-06-18**

2 ORDINANCE NO. S-_____

3 AN ORDINANCE approving the purchase of financial reporting
4 software for the City of Fort Wayne for a total cost not to exceed of
5 \$101,337.20 from and through Workiva Inc by the City of Fort Wayne,
6 Indiana,

7 **Whereas**, GASB develops and issues accounting standards through a
8 transparent and inclusive process intended to promote financial
9 reporting that provides useful information to taxpayers, public officials,
10 investors, and others who use financial reports;

11 **Whereas**, timely and accurate GASB reporting lowers the cost of
12 financial transactions required for the running of the City of Fort Wayne
13 and City Utilities, and provides accountability and financial disclosure;

14 **Whereas**, every year since 1990 the City of Fort Wayne has produced
15 an Annual Comprehensive Financial Report (ACFR) and received the
16 Certificate of Achievement for Excellence in Financial Reporting from
17 the Government Finance Officers Association of the United States and
18 Canada.

19 **Whereas**, the City of Fort Wayne and City Utilities routinely use
20 Workiva financial reporting software to increase the speed and
21 accuracy of GASB reporting;

22 **Whereas**, the City of Fort Wayne and City Utilities wish to jointly
23 contract and share the cost of software through Workiva Inc.

24 **NOW, THEREFORE, BE IT ORDAINED BY THE COMMON**
25 **COUNCIL OF THE CITY OF FORT WAYNE, INDIANA:**

26 **SECTION 1.** That the purchase of financial reporting software for the
27 City's annual ACFR reporting from Workiva Inc for a total of cost to the City of
28 \$101,337.20 is hereby approved in all respects.

29 **SECTION 2.** That the City is authorized and directed to take all
30 action necessary for the purchase of this software by and through Workiva Inc.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30

SECTION 3. That this Ordinance shall be in full force and effect from
and after its passage and any and all necessary approval by the Mayor.

Council Member

APPROVED AS TO FORM AND LEGALITY

Carol T. Helton, City Attorney

COUNCIL DIGEST SHEET

Enclosed with this introduction form is a tab sheet and related material from the vendor(s) who submitted bid(s). Purchasing Department is providing this information to Council as an overview of this award.

RFPs & BIDS

| | |
|-------------------------------|--|
| Bid/RFP # | |
| Awarded To | |
| Amount | N/A |
| Conflict of interest on file? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Number of Registrants | N/A |
| Number of Bidders | |
| Required Attachments | |

EXTENSIONS

| | |
|------------------------------|------|
| Date Last Bid Out | |
| # Extensions Granted To Date | None |

SPECIAL PROCUREMENT

| | |
|---|--|
| Contract #/ID <i>(State, Federal, Piggyback-- Authority)</i> | |
| Sole Source/Compatibility Justification | |

BID CRITERIA *(Take Buy Indiana requirements into consideration.)*

| | |
|-------------------------------------|--|
| Most Responsible, Responsive Lowest | <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If no, explain below</i> |
| If not lowest, explain | N/A |

COUNCIL DIGEST SHEET

COST COMPARISON

| | |
|--|--|
| <i>Increase/decrease amount from prior years For annual purchase (if available).</i> | Cost was \$98,260.20 in 2020 and increased 3.1%. |
|--|--|

DESCRIPTION OF PROJECT / NEED

| | |
|--|--|
| <i>Identify need for project & describe project; attach supporting documents as necessary.</i> | Upgrade financial reporting software. |
| | This is shared contract with City Utilities. |
| | |
| | |

REQUEST FOR PRIOR APPROVAL

| | |
|--|-----|
| <i>Provide justification if prior approval is being requested.</i> | N/A |
| | |
| | |
| | |

FUNDING SOURCE

| | |
|-----------------------------|--------------------------------------|
| <i>Account Information.</i> | Fund Dept Org Object = 00022603-5314 |
| | |
| | |
| | |

Fort Wayne City Council
c/o City Clerk' Office
Fort Wayne, IN 46802

Subject: ACFR Reporting Software

Members of City Council:

This ordinance is to authorize the purchase financial reporting software. The cost of this software is to the City is \$101,337.20. Civil City and City Utilities both use this software and share in its cost.

Every year since 1990 the City of Fort Wayne has produced a Comprehensive Annual Financial Report (ACFR) and received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association of the United States and Canada.

The City of Fort Wayne has a long tradition of prudent management of tax dollars to move our community forward in the right direction. We are committed to making a meaningful difference by investing in projects and initiatives that make neighborhoods stronger and provide needed services to residents and businesses.

The City has used Workiva since 2017 and the purchase of Workiva financial software helps us create the ACFR in the most efficient and accuracy way possible.

If you have any questions, please contact me.

James Haley
CIO
City of Fort Wayne
260-427-1461