



Lexington-Fayette Urban County Government
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray
Mayor

William O'Mara
Commissioner

MEMORANDUM

TO: Mayor Jim Gray
Sally Hamilton, CAO
Urban County Council Members

FROM: Rusty Cook, Director *RC*
Division of Revenue

DATE: January 29, 2014

SUBJECT: Springbrook OLF Business Tax Analysis

RFP #13-2013 was issued for the Division of Revenue requesting proposals for a Revenue Collection, Recording and Reporting System. Two firms submitted proposals to this request. A selection committee was convened and after careful consideration, the submittal of Springbrook Software, Inc. was selected as the best overall response.

The Division of Revenue requests authorization to execute a Phase 1 agreement with Springbrook Software to conduct an on-site Business Tax Analysis of the current LFUCG Revenue Collection, Recording and Reporting System. The services consist of an on-site needs analysis review and system enhancement analysis at a cost not to exceed \$24,000. Funds are fully budgeted in FY2014.

Funding for additional phases of the implementation will be requested for FY2015 at the conclusion of the needs and system enhancement phase.

cc William O'Mara, Commissioner of Finance