



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
August 17, 2021

TOPIC: Questica Budgeting and Open Data Tool

AGENDA TITLE:

Amend Agreement with Questica LTD to Increase Contract Amount by \$75,520 for Annual Fee and Custom Reports (General Fund)

RECOMMENDED ACTION

Authorize the City Manager to execute an amendment to the agreement with Questica LTD to increase compensation amount by \$75,520 for annual fee and custom reports, subject to non-substantive changes approved by the City Manager and City Attorney.

DISCUSSION

On January 16, 2018, the City entered into an agreement with Questica Incorporated to implement a citywide budget software system ("Questica"). Questica provided a significant improvement in streamlining internal approvals of budgets, allowed for departments to submit budget into a centralized system, and has been able to integrate with the financial and payroll systems. Additionally, Questica minimized the use of multiple Excel documents and has provided customized reports used to print the budget document.

On December 17, 2019, the City amended the agreement to include Questica's transparent software system ("OpenBook") to replace the prior software and create efficiencies. OpenBook integrates with Questica and allows for the budget to be made publicly available using various visualization tools such as charts and graphs. Actual data is updated monthly to provide a comparison of budget to actuals. OpenBook also offers a Vendor Payment Register which is a summary of checks, ACH, and wire payments. The payments are to vendors who provide commodities and services to various city departments.

The City and Questica have recently exercised contract extensions through January 15, 2023, but the contract amount has been exhausted due to the added reporting capabilities. In order to continue the annual license fee and allow for additional custom reporting for Fiscal Year 2022-23, an increase in the contract amount is requested. The cost for the annual fee is \$45,520 and the estimate for custom reports is \$30,000, for a total of \$75,520 during the remaining term of the agreement.

ENVIRONMENTAL IMPACT

There is no environmental impact associated with this action.

FISCAL IMPACT

Funds for this amendment are budgeted and available in the following account:

Fiscal Year	Accounting Unit-Account #	Fund Description	Accounting Unit, Account Description	Amount
FY21-22	01110100-62300	General Fund	FMSA- Management & Support	\$75,520

EXHIBIT

1. Second amendment to Questica, LTD agreement.

Submitted By: Kathryn Downs, FMSA Executive Director

Approved By: Kristine Ridge, City Manager