# **Agenda Summary Report (ASR)**

# Franklin County Board of Commissioners

<b>DATE SUBMITTED:</b> 10/19/2023	PREPARED BY: Ryan Brimacombe
Meeting Date Requested: 10/25/2023	PRESENTED BY: Mike Gonzalez
ITEM: (Select One) ☐ Consent Agenda	X Brought Before the Board Time needed: 15 minutes
<b>SUBJECT:</b> IGM Technology Corp's "Gravity" Soft FC Capital Projects Fund and ongoing costs to be	tware contract. Implementation costs to be paid from 300 paid from 101350 Information Services.
<b>FISCAL IMPACT:</b> \$5,000 in 2023, \$48,750 in 2024, \$30,323 in 2028. The fiscal impact will continue to	\$37,563 in 2025, \$28,366 in 2026, \$29,284 in 2027, o rise approximately \$1,000 per year thereafter.
<b>BACKGROUND:</b> Franklin County (FC) is currently process is manual, cumbersome, and error-prone.	y using spreadsheets for its budgeting process. This
researched budget software and viewed demos fro budgeting and financial reporting process. They de	rector of Audit Services, and Accounting Supervisor om ClearGov, Questica, and Gravity to improve FC's ecided that Gravity was the best product for FC. In geting process was presented at the monthly elected per 13, 2023.
Gravity will provide FC with the following modules:	:
Budget Planning: This module will help tie all de available to everyone. It will also allow FC to link	partments together with a built-in workflow and better data budget lines to strategic goals.
<ul> <li>Budget Book Automation: This module will autor save time and reduce the chance of errors.</li> </ul>	mate the process of creating the budget book. This will
<ul> <li>Annual Comprehensive Financial Report (ACFR creating the ACFR. This will also save time and</li> </ul>	Automation: This module will automate the process of reduce the chance of errors.
Open Data Transparency: This module will allow visualizations which include informational pop-up capabilitites.	v FC to engage with public through detailed data ps, charts, graphs, live up to date data, with drill down
Lease & Subscription Based Information Technology money by automating the process of managing I	ology Arrangements (SBITA): This module will save FC leases and SBITA's.
The initial setup for the Budget Book Automation a will be worth it in the end.	and ACFR Automation modules will take some time, but it
	ost of Gravity is approximately \$50,000 per year, but FC to pay for Debtbook. This means that the net fiscal ar.
Overall, FC's decision to purchase Gravity's budge	et software will help improve the FC budgeting process,

RECOMMENDATION: Approve the resolution, which approves the contract and budget transfers.

COORDINATION: Tim Anderson, Director of Finance; Mike Gonzalez, County Administrator; Ryan Brimacombe, Accounting Supervisor; Liz Cupples, Information Services.

Jeffrey Briggs, Senior Deputy Prosecuting Attorney, reviewed the agreement and approved as to form.

ATTACHMENTS: ASR, Resolution, SaaS Agreement, Brochures, Breakdown of Cost By Year

HANDLING / ROUTING: (Once document is fully executed it will be imported into Document Manager. Please list name(s) of parties that will need a pdf)

Ryan Brimacombe, Accounting Supervisor, Auditor's Office; Liz Cupples, Information Services Director

Ryan Brimacombe, Accounting Supervisor

I certify the above information is accurate and complete.

Revised: October 2017

# FRANKLIN COUNTY RESOLUTION

# BEFORE THE BOARD OF COMMISSIONERS FRANKLIN COUNTY, WASHINGTON

# IGM TECHNOLOGY CORP CONTRACT. IMPLEMENTATION COSTS WILL BE FUNDED FROM FUND 300 AND RECURRING ANNUAL FEES WILL BE FUNDED FROM FUND 101350.

WHEREAS, Franklin County (FC) desires to make improvements to it's budgeting software; and

**WHEREAS,** IGM Technology's software platform "Gravity" provides not only a great Budget Planning software module but also a myriad of other modules that align with the goals of Frankin County; and

WHEREAS, Gravity offers these modules in a bundle at an affordable rate to FC; and

WHEREAS, pursuant to RCW 36.01.010 and RCW 36.31.120, the legislative authority of each county is authorized to enter into contracts on behalf of the county and have the care of county property and management of county funds and business; and

**WHEREAS**, the Board of Franklin County Commissioners constitutes the legislative authority of Franklin County and deems this in the best interest of the County;

**NOW, THEREFORE, BE IT RESOLVED** the Franklin County Board of Commissioners hereby approves IGM's Software as a Service (SaaS) Services Agreement.

**BE IT FURTHER RESOLVED,** that the Board of Franklin County Commissioners approves implementation of a portion of their Leases/SBITA's module in the amount of \$5,000 to be paid from 300 FC Capital Projects Fund in 2023. The rest of the payments will be accounted for in future budgets.

**APPROVED** this 25<sup>th</sup> day of October, 2023.

	BOARD OF COUNTY COMMISSIONERS FRANKLIN COUNTY, WASHINGTON
	Chair
	Chair Pro Tem
ATTEST:	Member
Clerk to the Board	

# SaaS Services Agreement



Customer:	Franklin County, WA	Contact:	Ryan Brimacombe
Address:	1016 N 4 <sup>th</sup> Avenue, Pasco, WA 99301	Title:	Accounting Supervisor
E-Mail:	rbrimacombe@franklincountywa.gov	Phone:	(509) 545-3540

#### Services:

Access to Gravity (the "Service(s)") for one year starting January 1, 2024.

#### **Annual Service Fees – Year 1:**

The Customer has the right to identify up to 25 Named Users to have Access to Gravity. The Service Capacity includes:

Item #	Service	Number of Users	Fee (USD)	
ID: 20	Base Platform	10	\$12,000	
ID: 21	Budget Book Automation  o Proposed Budget Book o Adopted Budget Book		\$8,000	
ID: 24	Budgeting Planning  Operational Expenses and Revenues  Personnel  Capital Improvement Projects		\$8,000	
ID: 450	Lease & SBITA Management		\$6,000	
ID: 25	Open Data Transparency		\$4,000	
ID: 26	Named User License	15	\$5,250	
	Multi-Module Discount		(\$7,000)	
	\$36,250			

Services Fees are payable net 30 after January 1, 2024.

#### Renewals

If the Customer chooses to renew its subscription to Gravity for additional years with the same Service Capacity, then the Service Fees for the following years will be:

Year	Annual Services Fee (USD)
Year 2	\$38,063
Year 3	\$39,966

Service Fees in subsequent years will be governed by the terms and conditions of this SaaS Service Agreement. In subsequent years, Service Fees are payable net 30 days after the renewal date.



#### Optional Extensions (Valid Until December 31, 2024)

	ID: 22	ACFR Automation	\$8,000
Total Optional Extensions Service Fees – 12 months		Total Optional Extensions Service Fees – 12 months	\$8,000

In the case that The County decides to use Gravity's ACFR module, the price will increase by 5% on an annual basis starting the second year of service. Service Fees are payable within 30 days of kick-off.

#### **Implementation Services:**

Company will use commercially reasonable efforts to provide Customer the services described in the Statement of Work ("SOW") attached as Exhibit A hereto ("Implementation Services"), and Customer shall pay Company the Implementation Fee in accordance with the terms herein.

#### Implementation Fees: (one-time fees):

Item #	Service	Quantity	Fee (USD)	
ID: 87	Budget Book Automation  o Proposed Budget Book o Adopted Budget Book	1	\$13,000	
ID: 85	Budgeting Planning  Operational Expenses and Revenues  Personnel  Capital Improvement Projects	1	\$15,000	
ID: 88	Lease & SBITA Management	1	\$6,000	
ID: 46	Open Data Transparency	1	\$5,000	
ID: 90	Gravity Analytic Dashboard, Includes one free	2	\$1,500	
ID: 65	Data extraction of up to 40 SBITA contracts		\$2,000	
	Multi-Module Discount		(\$8,000)	
	Total Service Fees – 12 months		\$34,500	

As the County is interested in starting the work on data extraction of the SBITA contracts before January 1, 2024, the County will pay an amount of \$5,000 upfront (in 2023) for the extraction of data from the SBITA contracts. The data extraction services will start up to 14 days after the payment.

The rest of the implementation Fees (net of the \$5,000 paid upfront, if paid upfront) are payable net 30 after January 1, 2024.



# Optional Extensions (Valid Until December 31, 2024)

ID: 80 ACFR Automation Implementation		\$10,000
	Total Optional Extensions Service Fees – 12 months	\$10,000

If the County decides to use Gravity's ACFR module, Implementation fees are payable within 30 days of kick-off.

Services Agreement ("Agreement") is entered into "Effective Date") between <b>IGM Technology Corp</b> Toronto, Ontario ("Company"), and the Customer incorporates the attached Terms and Conditions a liability limitations and use limitations. There shall purchase order or similar form even if signed by the	with a place of business at 77 sted above ("Customer"). This ad contains, among other thing a no force or effect to any diffe	McMurrich St Unit 318, Agreement includes and gs, warranty disclaimers.
IGM Technology Corp.:	Franklin County, WA:	
Ву:	Ву:	
Name:	Name:	
Title:	Title:	

# TERMS AND CONDITIONS

#### **SAAS SERVICES AND SUPPORT**

- 1.1 Subject to the terms of this Agreement, Company will use commercially reasonable efforts to provide Customer the Services in accordance with the Service Level Terms attached hereto as Exhibit B.
- 1.2 Subject to the terms hereof, Company will provide Customer with reasonable technical support services in accordance with the Support Terms attached hereto as Exhibit C.

#### **RESTRICTIONS AND RESPONSIBILITIES** 2.

- 2.1 Customer will not, directly or indirectly: reverse engineer, decompile, disassemble or otherwise attempt to discover the source code, object code or underlying structure, ideas, know-how or algorithms relevant to the Services or any software, documentation or data related to the Services ("Software"); modify, translate, or create derivative works based on the Services or any Software (except to the extent expressly permitted by Company or authorized within the Services); use the Services or any Software for timesharing or service bureau purposes or otherwise for the benefit of a third party; or remove any proprietary notices or labels.
- 2.2 Customer represents, covenants, and warrants that Customer will use the Services only in compliance with all applicable laws and regulations. Customer hereby agrees to indemnify and hold harmless Company against any damages, losses, liabilities, settlements and expenses (including without limitation costs and attorneys' fees) in connection with any claim or action that arises from an alleged violation of the foregoing or otherwise from Customer's use of Services.
- 2.3 Customer shall be responsible for obtaining and maintaining any equipment and ancillary services needed to connect to, access or otherwise use the Services, including, without limitation, modems, hardware, servers, software, operating systems, networking, web servers and the like (collectively, "Equipment"). Customer shall also be responsible for maintaining the security of the Equipment and the administrative and user passwords.

#### 3. CONFIDENTIALITY; PROPRIETARY RIGHTS

- 3.1 Each party (the "Receiving Party") understands that the other party (the "Disclosing Party") has disclosed or may disclose business, technical or financial information relating to the Disclosing Party's business (hereinafter referred to as "Proprietary Information" of the Disclosing Party). Proprietary Information of Company includes non-public information regarding features, functionality and performance of the Service. Proprietary Information of Customer includes non-public data provided by Customer to Company to enable the provision of the Services ("Customer Data"). The Receiving Party agrees: (i) to take reasonable precautions to protect such Proprietary Information, and (ii) not to use (except in performance of the Services or as otherwise permitted herein) or divulge to any third person any such Proprietary Information. The Disclosing Party agrees that the foregoing shall not apply with respect to any information after five (5) years following the disclosure thereof or any information that the Receiving Party can document (a) is or becomes generally available to the public, or (b) was in its possession or known by it prior to receipt from the Disclosing Party, or (c) was rightfully disclosed to it without restriction by a third party, or (d) was independently developed without use of any Proprietary Information of the Disclosing Party or (e) is required to be disclosed by law.
- 3.2 Customer shall own all right, title and interest in and to the Customer Data. Company shall own and retain all right, title and interest in and to (a) the Services and Software, all improvements, enhancements or modifications thereto, (b) any software, applications, inventions or other technology developed in connection with Implementation Services or support, and (c) all intellectual property rights related to any of the foregoing.
- 3.3 No rights or licenses are granted except as expressly set forth herein.

#### 4. PAYMENT OF FEES

- 4.1 Customer will pay Company the then applicable fees described in the Order Form for the Services and Implementation Services in accordance with the terms therein (the "Fees"). If Customer's use of the Services exceeds the Service Capacity set forth on the Order Form or otherwise requires the payment of additional fees (per the terms of this Agreement), Customer shall be billed for such usage and Customer agrees to pay the additional fees in the manner provided herein. Company reserves the right to increase the Service Fees to reflect inflation and ongoing enhancements applied to the software platform, to change the Fees or applicable charges and to institute new charges and Fees at the end of the Initial Service Term or then-current renewal term. If Customer believes that Company has billed Customer incorrectly, Customer must contact Company no later than 60 days after the closing date on the first billing statement in which the error or problem appeared, in order to receive an adjustment or credit. Inquiries should be directed to Company's customer support department.
- 4.2 Company will bill through an invoice. Full payment for invoices issued in any given month must be received by Company within thirty (30) days after the mailing date of the invoice. Unpaid amounts are subject to a finance charge of 1.5% per month on any outstanding balance, or the maximum permitted by law, whichever is lower, plus all expenses of collection and may result in immediate termination of Service. Customer shall be responsible for all taxes associated with Services other than taxes based on Company's net income.



#### 5. TERM AND TERMINATION

- 5.1 Subject to earlier termination as provided below, this Agreement is for the Initial Service Term as specified in the SaaS Services Agreement, and shall be automatically renewed for additional periods of the same duration as the Initial Service Term (collectively, the "Term"), unless either party requests termination at least thirty (30) days prior to the end of the then-current term.
- 5.2 In addition to any other remedies it may have, either party may also terminate this Agreement upon thirty (30) days' notice (or without notice in the case of nonpayment), if the other party materially breaches any of the terms or conditions of this Agreement. Customer will pay in full for the Services up to and including the last day on which the Services are provided. Upon any termination, Company will make all Customer Data available to Customer for electronic retrieval for a period of thirty (30) days, but thereafter Company may, but is not obligated to, delete stored Customer Data. All sections of this Agreement which by their nature should survive termination will survive termination, including, without limitation, accrued rights to payment, confidentiality obligations, warranty disclaimers, and limitations of liability.
- 5.3 In the case that the County would like to exterminate the contract within sixty (60) days from the contract commencement date, the County will be eligible to receive a full refund of all the fees that were paid. This option to cancel is not extendable in any case.

#### 6. WARRANTY AND DISCLAIMER

6.1 Company shall use reasonable efforts consistent with prevailing industry standards to maintain the Services in a manner which minimizes errors and interruptions in the Services and shall perform the Implementation Services in a professional and workmanlike manner. Services may be temporarily unavailable for scheduled maintenance or for unscheduled emergency maintenance, either by Company or by third-party providers, or because of other causes beyond Company's reasonable control, but Company shall use reasonable efforts to provide advance notice in writing or by e-mail of any scheduled service disruption. HOWEVER, COMPANY DOES NOT WARRANT THAT THE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE; NOR DOES IT MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM USE OF THE SERVICES. EXCEPT AS EXPRESSLY SET FORTH IN THIS SECTION, THE SERVICES AND IMPLEMENTATION SERVICES ARE PROVIDED "AS IS" AND COMPANY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND NON-INFRINGEMENT.



#### 7. LIMITATION OF LIABILITY

7.1 NOTWITHSTANDING ANYTHING TO THE CONTRARY, EXCEPT FOR BODILY INJURY OF A PERSON, COMPANY AND ITS SUPPLIERS (INCLUDING BUT NOT LIMITED TO ALL **EQUIPMENT** AND **TECHNOLOGY** SUPPLIERS), OFFICERS. REPRESENTATIVES, CONTRACTORS AND EMPLOYEES SHALL NOT BE RESPONSIBLE OR LIABLE WITH RESPECT TO ANY SUBJECT MATTER OF THIS AGREEMENT OR TERMS AND CONDITIONS RELATED THERETO UNDER ANY CONTRACT, NEGLIGENCE, STRICT LIABILITY OR OTHER THEORY: (A) FOR ERROR OR INTERRUPTION OF USE OR FOR LOSS OR INACCURACY OR CORRUPTION OF DATA OR COST OF PROCUREMENT OF SUBSTITUTE GOODS. SERVICES OR TECHNOLOGY OR LOSS OF BUSINESS: (B) FOR ANY INDIRECT, EXEMPLARY, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES; (C) FOR ANY MATTER BEYOND COMPANY'S REASONABLE CONTROL; OR (D) FOR ANY AMOUNTS THAT, TOGETHER WITH AMOUNTS ASSOCIATED WITH ALL OTHER CLAIMS, EXCEED THE FEES PAID BY CUSTOMER TO COMPANY FOR THE SERVICES UNDER THIS AGREEMENT IN THE 12 MONTHS PRIOR TO THE ACT THAT GAVE RISE TO THE LIABILITY, IN EACH CASE, WHETHER OR NOT COMPANY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

#### 8. MISCELLANEOUS

8.1 If any provision of this Agreement is found to be unenforceable or invalid, that provision will be limited or eliminated to the minimum extent necessary so that this Agreement will otherwise remain in full force and effect and enforceable. This Agreement is not assignable, transferable or sublicensable by Customer except with Company's prior written consent. Company may transfer and assign any of its rights and obligations under this Agreement without consent. This Agreement is the complete and exclusive statement of the mutual understanding of the parties and supersedes and cancels all previous written and oral agreements, communications and other understandings relating to the subject matter of this Agreement, and that all waivers and modifications must be in a writing signed by both parties, except as otherwise provided herein. No agency, partnership, joint venture, or employment is created as a result of this Agreement and Customer does not have any authority of any kind to bind Company in any respect whatsoever. In any action or proceeding to enforce rights under this Agreement, the prevailing party will be entitled to recover costs and attorneys' fees. All notices under this Agreement will be in writing and will be deemed to have been duly given when received, if personally delivered; when receipt is electronically confirmed, if transmitted by facsimile or e-mail; the day after it is sent, if sent for next day delivery by recognized overnight delivery service; and upon receipt, if sent by certified or registered mail, return receipt requested. This Agreement shall be governed by the laws of the State of Washington without regard to its conflict of law provisions. Customer agrees to reasonably cooperate with Company to serve as a reference account upon request.

# SaaS Services Agreement



# **EXHIBIT A** Statement of Work

The Company will provide the following services and comprehensive training:

- Gravity Implementation Services for Budget Book Automation
  - Comprehensive on-line training
  - IGM Consulting Services in setting up and using Gravity to produce the next Budget Book
- Gravity Implementation Services for Budget Planning Templates
  - Comprehensive on-line training
  - IGM Consulting Services in setting up budget data management templates
  - Operational Expenses and Revenues
  - Personnel costs Budgeting
  - Capital Improvement Projects
- Gravity Implementation Services for Lease Management
  - Comprehensive on-line training
  - IGM Consulting Services in setting up and using Gravity to measure and maintain the reporting requirements for GASB 87 and GASB 96
  - Data extraction services from up to 40 SBITA contracts
- Gravity Implementation Services for Open Data Transparency
  - Comprehensive on-line training
  - IGM Consulting Services in setting up and using Gravity to produce a public facing, Open **Data Transparency Portal**
- Gravity Implementation Services for Data Analytic Dashboards
  - Comprehensive on-line training
  - IGM Consulting Services in setting up and using Gravity to produce two data analytic dashboards

#### **Optional Extensions**

- Gravity Implementation Services for ACFR Automation
  - Comprehensive on-line training
  - IGM Consulting Services in setting up and using Gravity to produce the next Annual Comprehensive Financial Report

These Implementation Services will be provided to the Customer within six months of the Effective Date. Implementation Services required by the Customer after this time period could be provided by IGM at IGM's standard consulting services rate.



# **EXHIBIT B** Service Level Terms

The Services shall be available 99.9%, measured monthly, excluding holidays and weekends and scheduled maintenance. If Customer requests maintenance during these hours, any uptime or downtime calculation will exclude periods affected by such maintenance. Further, any downtime resulting from outages of thirdparty connections or utilities or other reasons beyond Company's control will also be excluded from any such calculation. Customer's sole and exclusive remedy, and Company's entire liability, in connection with Service availability shall be that for each period of downtime lasting longer than one hour, Company will credit Customer 5% of Service fees; provided that no more than one such credit will accrue per day. Downtime shall begin to accrue as soon as Customer (with notice to Company) recognizes that downtime is taking place, and continues until the availability of the Services is restored. In order to receive downtime credit, Customer must notify Company in writing within 24 hours from the time of downtime, and failure to provide such notice will forfeit the right to receive downtime credit. Such credits may not be redeemed for cash. Company will apply any credits accumulated in the prior annual period, towards the Service Fees in the next annual period.



# **EXHIBIT C Support Terms**

IGM will provide Technical Support to customer via both telephone and electronic mail Monday – Friday between 6am – 8pm Eastern Time ("Support Hours").

Customer may initiate a helpdesk ticket during Support Hours by calling IGM's customer support line or any time by emailing <a href="mailto:support@igm.technology">support@igm.technology</a>

Company will use commercially reasonable efforts to respond to all Helpdesk tickets within one (1) business day.

Emergency customer support is available outside of Support hours and can be initiated by calling IGM's customer support line or emailing <a href="mailto:support@igm.technology">support@igm.technology</a>





# Specifically designed for public sector organizations

A comprehensive cloud-based solution that supports the annual budgeting and reporting process, as well as other key processes within the Office of Finance for states, cities, counties and governmental agencies of all sizes.

# Overview

Gravity Budgeting & Reporting is an integrated platform that supports all aspects of the budgeting and reporting process for governmental organizations including:

### ■ Annual Budgeting

- Operating budget
- HR Planning
- Capital planning

# ■ Budget Book

- Professionally designed financial statements and disclosures
- Narrative text
- Charts and graphs

# ■ Business Intelligence & Analytics

- Business intelligence capabilities and advanced analytics for the finance team and departmental staff

#### Open Data

- An interactive portal for the public to view the approved budget and interact with the data through dynamic charts and graphs with drill-down capabilities

#### ■ Forecasting & Planning

- Extend the annual budgeting process to deliver mid-year reforecasting, HR modeling, long range planning, what-if modeling and much more







# **Annual Budgeting**

Gravity Budgeting module enables government entities to manage the entire budgeting cycle:

- Integrate data from your ERP system and other applications into one single platform
- Collect budget requests from departments and component units
- Plan the next annual/biennial budgets and future capital expenditures
- **Visualize** budgets using a set of intuitive dashboards
- **Design** a professional budget book in a fraction of the
- **Share** your budget with the public via an easy-to-use website
- Conduct what-if modeling of future revenues and expenses according to a wide variety of scenarios





# **Operational Budget Management**

Integrated data collection and analysis platform that presents prior years' data and simplifies collecting the following year's annual budget information

- Collaborate seamlessly with any number of budget contributors across the organization
- **Customize** templates to your specific requirements
- Design the column structure for data entry and reporting (Actuals, Budgets, Estimates, etc.)
- Itemize the budget starting at the departmental requests stage.
- Manage layouts to Sort, Group, Order and Filter the template for your convenience
- Attach supporting documents to each request
- Set workflows and budget stages according to your specific approvals process
- **Set validation rules** to minimize data entry errors
- Track changes with an audit trail of all user activity. Get insight into user contributions and timelines to track changes made to the budget

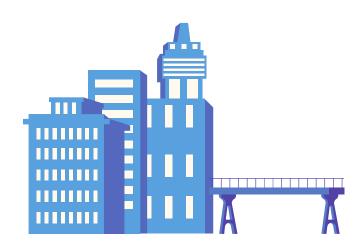




# **HR Budget Management**

# Gravity personnel budgeting module enables the users to:

- Integrate HR and salary applications data with vacant position information from the budgeting module in one platform.
- Calculate base salary automatically according to step tables, cost of living adjustments and any number of additional parameters.
- **Automate** the calculation of premiums and benefits using an intuitive management panel
- Allocate each position to the relevant fund, program, project or account.
- Project future personnel expenses by managing different scenarios
- Introduce rule-based calculations to fit your organization's requirements





# Capital Projects Budget Management

Manage capital projects budgeting using templates tailored to your project process and structure:

- Collect project status updates and projects requests from departments and component units
- **Link** projects to the General Plan's goals and policies
- Prioritize capital expenses with an intuitive ranking methodology
- Allocate funding sources to each project
- **Share** capital projects data with decision makers using a set of detailed dashboards
- Manage any meta-data related to your project.



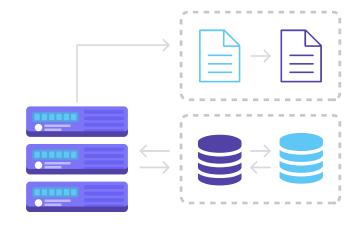


# **Gravity Integration Services**

Gravity data integration services facilitate seamless connection to a wide range of data sources including any ERP systems

- Import General Ledger, Budget and other data as required
- Integrate with salary and HR applications
- **Incorporate** relative encumbrances, order in process and any other open commitments
- Allow users to trigger the integration of data to be ondemand or based on a predefined schedule
- **Extract**, Load and Transform any data file and perform data assurance while it is being loaded, so data is fully validated before it rolls into Gravity's financial model
- The validation dashboard displays any anomalies within the data and provides information on which accounts, funds and other data sets that have been loaded





# Forecasting & Planning

Improve long term decision making by planning for future expenses using Gravity forecasting and planning platform:

- Combine personnel, operational and capital expenditures in one database
- Roll forward the personnel costs and operational costs and update them automatically according to a set of customizable parameters
- Manage several revenue and expense scenarios concurrently to drive more informed decision making regarding the future state of the organization
- Present the results in an intuitive set of dashboards and reports





# **Business Intelligence & Analytics**

Gravity Data Studio visualizes budget data with an intuitive set of dashboards

- Generate beautiful data visualizations and dashboards with configurable charts and tables
- **Share** high-level insights with constituents and decision makers for transparency and engagement
- Explore live data to uncover detailed insights on Census Information, the Police Data Initiative and other critical issues with no technical background required
- Customize your dashboard with easy-to-use ad-hoc analytics



# **Budget Book**

Gravity provides a full-featured, industry leading reporting platform to produce the Budget Book - which is tightly integrated with the entire budgeting process. Gravity Budget Book module automatically updates tables, graphs and narratives. Custom designed to your layout, format and media specifications, you can feel confident in the quality and data integrity as you publish your next GFOA Distinguished Award Budget document, either as a PDF or an interactive Budget Book.

- Comprehensive reporting
  - Combine financial data from a variety of sources with in-depth narrative analysis and highly formatted charts and graphs
- Process automation
  - Replace time-consuming manual processes with intelligent process design and automation
- Security, control and governance
  - Manage documents in a collaborative and secure environment with visibility into the report generation process.
- Advanced formatting capabilities
  - Produce reports with unlimited formatting capabilities
- Collaboration
  - Contributors across multiple departments can collaborate in the assembly of complex reports, working independently from any location while ensuring proper controls and approvals
- Beautiful presentations
  - Create professionally formatted monthly and quarterly presentations to visualize budget book data





# **Open Data**

Gravity Open Data helps government entities drive accountability, provide transparency and engage with the public through detailed data visualizations:

- **Show** your budget data in a transparent, visual format
- Present data as descriptive text, informational popups, charts and graphs.
- Engage constituents and align priorities with a set of cloud-based dashboards with drill down capabilities for the public to engage with
- Use Open data as a powerful tool for highlighting key information for businesses, decision-makers and citizens





# Security

Gravity is hosted on the Google Cloud Platform and uses the most advanced security measures provided by Google, along with additional security layers from other providers.

- **Gravity** protects your infrastructure and applications from Layer 3/Layer 4 network or protocol-based volumetric distributed denial-of-service (DDoS) attacks, volumetric Layer 7 attacks, and other targeted application attacks. It leverages Google's global network and distributed infrastructure to detect and absorb attacks and filter traffic through user-configurable security policies at the edge of Google's network, far upstream of your workloads
- Gravity supports 3 levels of permission: application, report & project and content permissions for the highest level of security
- **Gravity** provides secure access through Single Sign On (SSO) configured with Azure AD or any other provider
- IGM uses multi-factor authentication (MFA) to protect our customers' accounts and company data with a wide variety of MFA verification methods such as push notifications, Google Authenticator, phishing-resistant Titan Security Keys, and using Android or iOS devices as a security key.





# **Key Benefits of Gravity Budgeting & Reporting**

#### ■ Security & Control

- With Gravity, finance teams have complete control over the budgeting and reporting process. The Budget Manager controls the design of the data entry templates, when the templates are made available to the department managers for data entry, and when the process is locked down. Gravity ensures that data is entered consistently and with data validation controls, to ensure accurate and relevant data goes into the system. Gravity Workflow ensures that users follow a structured process in the data submission, review and approval process. Furthermore, Gravity's dashboards provide the budget manager with clear visibility and control over the status of the budgeting and reporting process at all times.

#### Improved Efficiencies

- Gravity automates the collection of budget data and narrative text into a single, reliable and dynamic budgeting and reporting solution. The finance team can now ensure that there is a single version of the truth for all levels of the organization.

#### Data Integrity

- Gravity provides numerous features to ensure data integrity across the entire application. Data validation controls provide real-time warnings as data is entered, if the data falls outside of established norms. Data entry templates are standardized so that all data is entered within a controlled environment. Gravity Security ensures that only authorized users are able to enter the budget data. Gravity's centralized data model supports all data entry templates and reports, so that there is a "single version of the truth". When the same data point is presented on multiple reports and/or dashboards – the data is pulled from the same central database, so you can be confident that the same data value is presented consistently at all times.

#### Clear Visibility

- Gravity Dashboards provide up-to-date and complete visibility into the budgeting and reporting process, at all times. Gravity Audit Trail provides a clear and concise view of: (i) what changes were made, (ii) who made the changes, and (iii) when the changes occurred.

#### Professional Reports

- Gravity Reporting is the industry leading tool for governmental organizations to produce the Budget Report and much more. Gravity provides out-of-the-box functionality to produce high quality, accurate and timely reports. Plus, all reporting modules pull data from the same central database, so you can be confident that the data on the Budget Book matches the view of data that might be presented to the public – or through any other medium.

#### ■ Easy-to-Use

- Gravity has a clean and intuitive user-interface that makes it easy for organizations to get started with the product. Plus, since Gravity is a 100% cloud-based application, it is available from anywhere and at anytime.



# **Overview**

Gravity is a 100% cloud-based, enterprise-scalable reporting and process automation solution that enables users to collaboratively merge data with narrative text, charts and graphs in a controlled, auditable environment. It enables organizations both large and small to automate the collection of data in a single, dynamic reporting and analysis solution.

Multiple participants located at work, home or on-the-road can collaborate in the assembly of complex reports, working independently while ensuring that proper controls and approvals are in place.

Numerous states, cities, counties, school boards and governmental agencies use Gravity to automate the production of the Annual Comprehensive Financial Report, Budget Book and other high value documents.

# **Data Integration**

With Gravity, it's easy to load data from your ERP, G/L Budgeting System or from any other source into the Gravity data model. Gravity will automatically validate the data files to ensure data integrity. Data files can be loaded as frequently as you like and each time the data is loaded the entire report is automatically updated.



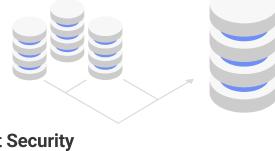


# Workflow & Audit Trail

Gravity's workflow module uses a structured process where user permissions can be defined as edit, suggest or read only. You can track what's changed, who changed it and when the changes occurred. You can even revert back to a previous version. And with Gravity's graphical dashboards, you'll always know how a project is progressing.

# **Data Collection**

Load your existing Excel spreadsheets into Gravity where they will automatically become cloud-based data entry templates, with all formulas and formatting retained. Gravity makes it easy to process Closing Packages, Component Units, Cash Recognition, Lease Recognition, and more.





# **Tight Security**

Gravity's security model ensures that only authorized users can view and/or edit the appropriate data. Gravity provides a 3-tiered security model including: application level security, report level security, and data level security. Security settings can be applied by user and/or by role. Gravity provides the highest level of security to ensure that your data and reports are fully protected.

# **Real-time Collaboration**

Gravity provides true, real-time collaboration, where any number of users can edit the same section, of the same report, at the same time. Our cloud-based solution, allows multiple users to collaborate between home, the office, or wherever the users are located. Changes are seen by all authorized users in real-time, as the updates are being made.





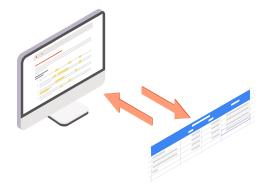
# **High Quality Reports**

Gravity is the only reporting solution to produce desktop publishing quality output – the highest level of formatting available today. With Gravity, report formatting is fast, easy and can be applied automatically. Reports can be published as print ready output, .pdf output for electronic distribution, as well as eBooks for website publishing.

# **GASB Data Model**

Gravity's data model supports all GASB reporting requirements including GASB 34. Gravity automatically converts the GL data into a GASB 34 structure, to support government-wide financial statements and funds reporting. Gravity's financial rounding feature ensures that statements with rounded values always tie-out. Gravity also supports reclassifications, eliminations and/or top-side adjustments.





# **Linked Data**

With Gravity, it's easy to link data between statements, schedules, charts and graphs. You can even link data in the narrative text. In this way, as new data is loaded into Gravity, Gravity will automatically update the statements, schedules, charts, graphs and even the data values buried in paragraphs of text. Gravity automatically ensures that your entire report is always in-sync.

# **Lease Recognition**

The new accounting standards for lease accounting that were issued in recent years by FASB, IASB and GASB require organizations to manage the leased assets as a lessor and a lessee in a software that is compliant with the new measurement and reporting requirements. Gravity enables its users to be compliant with the new standards' requirements by managing all leased assets in one repository. Gravity is a user friendly cloud-based solution that enables its user to:

- · Customize workflows
- Generate amortization schedules and accounting journal entries customizable for any format required for uploading to ERP/accounting systems.
- Generate disclosures according to the new accounting rules.
- Access large sets of built-in reports, along with the capability of creating customized ad-hoc reports



- · Send alerts to users regarding critical dates
- · Track & report on non-Lease expenses
- Easily upload and download data in multiple formats.

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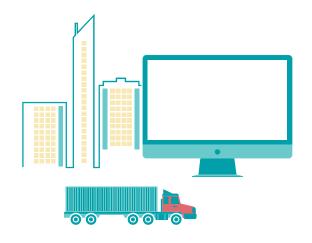
# GRAVITY\*\* Lease Accounting Module

Gravity's Lease Accounting Module provides a comprehensive and user-friendly solution that supports the full life-cycle of lease accounting. From collecting and organizing lease information to workflow and alerts, Gravity can be easily customized to fit our clients, unique needs.

- 1. Lease data collection
- 2. Managing the leases repository and payments schedules
- 3. Workflows and users
- 4. Audit trail
- 5. Outputs of the Gravity's lease module

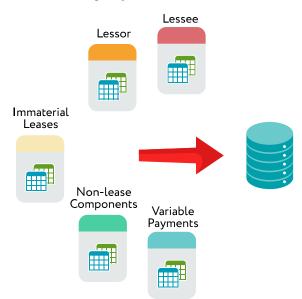
# Lease data collection

Gravity offers its customers a variety of methods to collect data on your leases via forms, templates and spreadsheets. Gravity's data collection capabilities can be tailored to your specific needs. Whether your lease management process is centralized or decentralized, whether you have a few dozens of lease agreements or a few thousands of lease agreements, our team will configure Gravity's data collection process to provide



an efficient and effective data collection process that is tailored for your organization.

# 2 Managing the leases repository and payments schedules



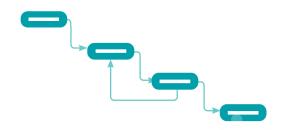
Gravity's set of templates for lessees and lessors provides the ability to create, manage and retrieve payment schedules of the lease contracts, whether the organization is the lessee or the lessor. With Gravity you can manage:

- ▶ Payments schedules for lease components
- Non-lease components of lease contracts
- Short term, immaterial and rolling leases
- Payments schedules with variable payments (such as performance or mileage based payments)
- CPI adjusted payments
- Incremental payments schedules

# 3 Workflows and users

Gravity's Workflow lets you control which users can manage or view each step in the lease accounting process. Gravity objects, such as lease templates, are subject to access rights and are all part of a predefined workflow. Gravity's workflow enables the senior accounting staff to review the data that was entered by junior accountants or the departments, make necessary corrections

and submit the data to the database. Gravity's workflow process can easily be tailored to each organization's specific requirements.





# 4 Audit trail

Gravity's comprehensive audit trail enables the users to see all the changes that were made to the templates, including the user identification, the original value and the time that the change was submitted.

# 5 Outputs of Gravity's lease module

#### Lease disclosures

Gravity creates lease disclosures that can easily be integrated into your organization's financial statements. The content of the disclosures is linked directly to the lease data in Gravity's database. Any change to the lease data automatically updates the disclosure.

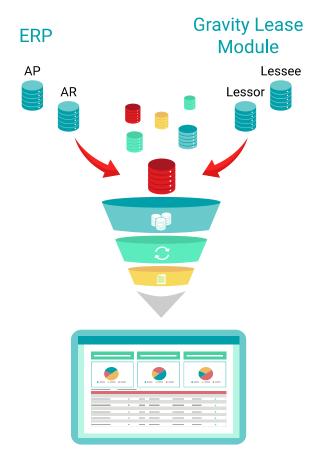
#### AR/AP account reconciliation

Gravity provides the capability to match the AR/AP data from the ERP system and the assets management system with the payment schedules in the lease system. Gravity can also automatically produce a report of the reconciled and unreconciled transactions based on a predefined set of rules. Furthermore, Gravity's matching rules can be tailored for your specific needs.

#### Produce periodic journal entries

Gravity is capable of producing journal entries in any predefined format. This feature lets you periodically upload the journal entries to your ERP system.

With Gravity, the journal entries are created automatically based on the payment schedules.



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Implementation Costs	Implement-						
	ation Fee	2023	2024	2025			
ID 87: Budget Book Automation	13,000		13,000				
ID 85: Budget Planning	15,000		15,000				
ID: 88 Leases & SBITA Management	6,000	3,000	3,000				
ID: 46 Open Data Transparency	5,000		5,000				
ID 90: Gravity Analytic Dashboard, includes one							
free	1,500		1,500				
Data extraction of up to 40 SBITA contracts	2,000	2,000					
ID 80: ACFR Implementation	10,000			10,000			
Multi-Module Discount	(8,000)		(8,000)				
Total	44,500	5,000	29,500	10,000			
Annual Service Fee	Annual			5% Increase	5% Increase		
Service Fee	Service Fee	2023	2024	2025	2026	2027	2028
ID 20: Base Platform	12,000		12,000	12,600	13,230	13,892	14,586
ID 21: Budget Book Automation	8,000		8,000	8,400	8,820	9,261	9,724
ID 24: Budgeting Planning	8,000		8,000	8,400	8,820	9,261	9,724
ID 450: Lease & SBITA Management	6,000		6,000	6,300	6,615	6,946	7,293
ID 25: Open Data Transparency	4,000		4,000	4,200	4,410	4,631	4,862
ID 26: Named User License	5,250		5,250	5,513	5,788	6,078	6,381
ID 22: ACFR Automation	8,000			8,000	8,400	8,820	9,261
Multi-module Discount	(7,000)		(7,000)	(7,350)	(7,718)	(8,103)	(8,509)
Total	44,250	-	36,250	46,063	48,366	50,784	53,323
Total Amount Per Year		5,000	65,750	56,063	48,366	50,784	53,323
Savings from Not Contracting w/ Debtbook			(17,000)	(18,500)	(20,000)	(21,500)	(23,000)
Net Cost to Franklin County		_	48,750	37,563	28,366	29,284	30,323