



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** September 17, 2020

Staff Contact: Carol Akers and James Underwood, Chief Information Officer

Agenda Title: For Possible Action: Discussion and possible action regarding the purchase of Asset Management On-Premise Software Licensing and Integration Services with LLumin, Inc. for a one-time lump sum total amount not to exceed \$104,500, plus an annual amount of \$29,088 beginning on August 1, 2021 for support fees with automatic renewal in each subsequent year, and authorization for the Chief Information Officer (CIO) to sign the agreement. (File No. 20300163). (Carol Akers; CAkers@carson.org and Matt Lawton, MLawton@carson.org)

Staff Summary: This contract is proposed to further Carson City's Asset Management Program. Through this contract, the City will increase on-premise licensing of LLumin's READYAsset software and LLumin will build interfaces between the READYAsset software and the City's Munis Enterprise Resource Planning (ERP) system and the GeoTab Automatic Vehicle Location (AVL) fleet GPS system.

Agenda Action: Formal Action / Motion **Time Requested:** Consent

Proposed Motion

I move to approve the contract as presented, and authorize the CIO to sign the agreement.

Board's Strategic Goal

Sustainable Infrastructure

Previous Action

On May 21, 2020, staff presented to the Board of Supervisors the results of the Asset Management Needs Assessment and Software Solutions Evaluation for Carson City. The LLumin READYAsset platform was considered the best fit for the City to most cost-effectively advance the City's asset management program goals over the next 2 to 5 years. It was recommended that the City implement LLumin READYAsset on a broader spectrum, including increased licensing to facilitate bringing City Facilities and Parks staff onboard the system and working with the vendor to build an integration with the City's Tyler Technologies ERP financial system and GeoTab Automatic Vehicle Location (AVL) fleet GPS system.

Background/Issues & Analysis

The purpose of the Carson City Asset Management Needs Assessment and Software Solutions Evaluation was to provide the Carson City Public Works Department with an assessment of the City's organizational needs and provide guidance, evaluation, and assessment that would help the City improve financial performance and reliability, reduce risk, and enhance sustainability. Given current budget conditions, the results of a qualitative staff poll, and established integration and departmental use, the LLumin READYAsset platform was considered the best fit for the City at this time. This contract will be funded by the Information Technology Software Replacement Fund, as well as from Stormwater, Water and Wastewater Utility Funds. Starting August 1, 2021, an annual support fee of \$29,088 will be required to maintain the software.

Applicable Statute, Code, Policy, Rule or Regulation

NRS 332.115

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: Asset Management Project has not been assigned a Project Number to date. However, accounts will be charged as follows: Capital Projects Fund - IT Software Replacement Account #: 2101006-506508; Stormwater Utility Fund - Capital Improvements #: 5053702-507010; Water Utility Fund - Capital improvements #: 5203502-507010; Wastewater Utility Fund - Capital Improvements #: 5103201-507010.

Is it currently budgeted? Yes

Explanation of Fiscal Impact: Account #: 2101006-506508 will be reduced by \$90,000 - the available budget is \$90,000; Account #: 5053705-507010 will be reduced by \$757 - the available budget is \$1,250; Account #: 5203502-507010 will be reduced by \$8,058 - the available budget is \$14,000; Account #: 5103201-507010 will be reduced by \$5,685 - the available budget is \$7,950.

Ongoing annual maintenance cost will be shared based on usage between General Fund, Stormwater, Wastewater, and Water. The next annual maintenance for the period of August 1, 2021 through July 31, 2022 is estimated to be \$29,088.

Alternatives

Do not approve the contract and provide alternative direction to staff.

Attachments:

[LLumin On-Premise License Agreement 20300163.pdf](#)

Board Action Taken:

Motion: _____	1) _____	Aye/Nay
	2) _____	_____

(Vote Recorded By)



LLumin, Inc. On-Premise License Agreement

- 1. Software License** LLumin, Inc., a Massachusetts Corporation, with a principal place of business at 59 Interstate Drive, West Springfield, MA 01089 (hereinafter referred to as “LLumin ”) grants to Carson City, a consolidated municipality (hereafter referred to as Customer), and Customer accepts, subject to the terms and conditions contained herein, a non-exclusive and non-transferable license to use LLumin’s software as agreed upon. LLumin and Customer may hereafter be referred to as, together, the “Parties” and each, a “Party.”
- 2. Grant of License**
- a.) Subject to the meeting of payment terms jointly agreed upon as reflected in Customer’s purchase order, LLumin grants to Customer a non-transferable, non-exclusive license to use LLumin’s software.
- b.) Customer hereby agrees as follows:
- (i) To keep each and every item of the Software free and clear of all claims, liens and encumbrance (except those claims, liens, and encumbrances due to LLumin’s and/or a leasing company’s acts or omissions). Any act of Customer, voluntary or involuntary, purporting to create a claim, lien or encumbrance including assignment in bankruptcy, on any such items shall be void.
 - (ii) Not to reveal any information contained in the Software, or any part thereof, or any copies therefor, in any form to any party without the written consent of LLumin.
 - (iii) To take all appropriate actions by instructions, agreement or otherwise with its employees or other persons permitted access to the software to satisfy its obligations under this agreement with respect to its use, protection and security of the Software.
 - (iv) To permit reasonable inquiries by LLumin concerning Customer’s compliance herewith and to take reasonable protective measures at LLumin’s request.
 - (v) Customer’s rights to the system under this Agreement shall not be assigned, licensed or otherwise transferred voluntarily or involuntarily, except to a purchaser of all or substantially all of the outstanding stock or assets of the Customer, and who has agreed to the terms and conditions of this Agreement, without the prior written approval of LLumin, which shall not be unreasonably withheld.
- 3. Use of Software** Customer is authorized to use the Software solely for its own operations at designated Facilities as a 150 user enterprise license. In the event that Customer wishes to support additional sites, users, or venues of operation, the Customer must purchase additional licenses from LLumin for each such venue.
- 4. Term of License** The license to use the Software solution shall be effective upon a jointly agreed date and per agreed upon payments to LLumin. Neither Party may terminate this license agreement for the first twelve months. This Agreement and annual support shall be renewed every year, unless terminated in writing by either Party, a minimum of 90 days prior to the annual renewal date.

All payments under this Agreement are contingent upon the availability of the necessary public funding, which may include various internal and external sources. In the event that



Carson City does not acquire and appropriate the funding necessary to perform in accordance with the terms of the Agreement, the Agreement shall automatically terminate upon Customer's notice to LLumin of such nonappropriation, and no claim or cause of action may be based upon any such nonappropriation. In the event that nonappropriation of funding occurs, then Customer recognizes that LLumin is no longer obligated to support Customer's use of the software, and Customer is no longer entitled to ongoing software service packs and updates.

5. Payment

Customer shall pay to LLumin a one-time flat payment of \$104,500 within 30 days of invoice. Payment includes a 150 user enterprise license and the configuration of the interfaces to Munis ERP and Geotab AVL solution as detailed in Attachment A.

LLumin will start invoicing annual support fees on August 1, 2021. Customer shall pay within 30 days of invoice in the amount of \$29,088 per year. LLumin reserves the right to stop work on any project that has invoices that are outstanding more than 90 days.

6. Copies of Program

Customer shall not copy the System in whole or in part. The system may be copied by LLumin onto a designated fail-over computer for use by customer at a designated site for emergency restart or disaster recovery purposes. Customer agrees not to remove or destroy any proprietary marking or proprietary legends appearing on or contained within any licensed program or materials and Customer agrees that such proprietary marking or legends shall appear on all copies or partial copies of the License Program and Materials made by Customer.

7. Responsibility For Operating Environment

Customer assumes full responsibility for the suitability of the computer equipment and network infrastructure upon which the Software is to function. The customer also assumes responsibility for the effectiveness of the overall environment within which the software and computer systems will operate. Customer agrees to pay all reasonable expenses incurred by LLumin relating to LLumin's efforts to rectify problems within its Software, which are determined to be the result of problems occurring outside of LLumin's Software responsibility.

8. Applicable Taxes

In addition to the Software License Fee, Customer agrees to pay all applicable federal, state, local or international taxes and fees, if required for software or consulting and support services purchased by Customer from LLumin.



9. Implementation (1) Customer will provide facilities for the installation of the System and shall have the following responsibilities:

a.) Customer shall appoint personnel to a project team for the purpose of installing, learning and using the System. The project team shall comprise:

- (i) A project leader to interface with LLumin's support staff and Customer's operations
- (ii) Key Users representing pertinent departments, including IT, if required

b.) Customer shall schedule the training of Customer personnel and shall supervise the testing and implementation of the System

(2) LLumin will provide the deliverables and services as described on every Quotation or as outlined herein.

(a) LLumin will perform the services required in a manner consistent with industry standards of care and competence, and in the manner of one who is a recognized specialist in rendering these types of services.

(3) Confidentiality:

During the term of this Agreement, the parties will exchange certain proprietary, confidential information, including but not limited to operational, technical or financial data ("Confidential Information"). Confidential Information shall include any information that is clearly identified as "Confidential," "Proprietary" or some similar designation and any data stored by LLumin regarding Customer's business, operations, plant, production, inventory and equipment information. Each Party shall treat as confidential all Confidential Information received from the other party, shall not use such Confidential Information except to carry out its rights and obligations under this Agreement, and shall not disclose such Confidential Information to any third party without the disclosing party's prior written consent. Each Party may disclose the other Party's Confidential Information only to its Affiliates, employees or sub-contractors who need to know such information and who are bound to protect such Confidential Information by terms and conditions substantially similar to those contained herein. Each Party shall use best efforts to prevent the disclosure and unauthorized use of the Confidential Information. Notwithstanding the above, the restrictions of this paragraph shall not apply to information that: (a) was independently developed without any use of the Confidential Information of the disclosing Party by employees or other agents of the receiving Party who have not been exposed to the Confidential Information; (b) becomes known to the receiving Party from a third party without breach of this Agreement and without restriction or obligation of confidentiality; (c) was in the public domain at the time it was disclosed or becomes in the public domain through no act or omission of the receiving Party; or (d) was rightfully known to the receiving Party, without restriction, prior to the time of disclosure.



The Parties acknowledge that in the event of the breach of these confidentiality provisions, the disclosing Party may not be able to secure adequate relief by an action at law; therefore, the Parties agree that the disclosing Party shall have the right to specifically enforce these Confidentiality provisions, and to seek injunctive relief. However, all remedies provided for herein shall be cumulative, and shall not be exclusive of one another or any other remedies available in law or in equity. The confidentiality provisions contained herein shall remain in effect for a period of three (3) years after expiration or termination of the Agreement.

Pursuant to NRS 239.010, information or documents supplied to Customer may be open to public inspection and copying. Customer will have the duty to disclose particular information or documents, unless they are made confidential by law or a common law balancing of interest. LLumin may clearly label specific parts of an individual document as a "trade secret" or "confidential" in accordance with NRS 332.061. Customer acknowledges that, under section 15 of the Agreement, the LLumin Software is proprietary or a trade secret. Customer will notify LLumin about any request under NRS 239.010 for the LLumin Software or any documents labeled confidential, and LLumin hereby agrees to indemnify and defend City for honoring the confidentiality of the LLumin Software or other documents. The failure to label as confidential or proprietary any document that is released by Customer shall constitute a complete waiver of any and all claims for damages caused by any release of the records.

(4) Relationship of the Parties - LLumin is performing the Professional Services as an independent contractor, is not an employee, agent, joint venturer or affiliate of Customer, and has no authority to bind Customer by contract or otherwise. LLumin acknowledges and agrees that its personnel are not eligible for or entitled to receive any compensation, benefits or other incidents of employment that Customer makes available to its employees. LLumin is solely responsible for all taxes, expenses, withholdings, and other similar statutory obligations arising out of the relationship between LLumin and its personnel and the performance of Professional Services by such personnel.

10. Warranty

LLumin warrants that all LLumin products meet or exceed the specifications described in User Manuals/On-Line Help, except as specifically stated otherwise. Should LLumin licensed Software not function in accordance with the Specifications, LLumin staff will correct non-conformances at its own expense. In the event the licensed LLumin does not perform to the standards described in the Specifications after the installation of any LLumin software/firmware/hardware update, LLumin will support a rollback to the last compatible and fully functioning version of the LLumin Software and will attempt to troubleshoot and resolve the incompatibility, free of charge, unless it is determined that the source of the incompatibility is due to Customer owned software/firmware/hardware. In which case, it will be the Customer's responsibility to provide compatible software/firmware/hardware or otherwise continue using the last functioning version of the LLumin software.

Should a LLumin licensed Software require features, capabilities, data entry or data access functionality outside the scope of the Specifications, then Customer agrees to pay for any programming and support services required to comply with those enhancements upon the mutual agreement of fees and the execution of a services agreement by both Parties.



***11. Warranty of
Right to Grant
License
and non-Infringement***

- a.) LLumin warrants that it has the right to grant a license of the Software free and clear of any claims, liens and encumbrances. Further, LLumin warrants that the Software does not infringe the intellectual property rights of any third party.
- b.) LLumin shall indemnify, defend, and hold harmless Customer, its officers, agents and employees from and against any and all actions, proceedings, claims of any type, losses, damages, liabilities, costs and expenses (including attorneys' fees) that allege the Software and services provided hereunder infringes another's patent, copyright, trademark, or other proprietary right or violates another's trade secret or other contractual right of any third party. Customer agrees to notify LLumin with prompt notice of any such action, proceeding or claim and LLumin shall have control of the defense. LLumin shall not settle any suit or action without the consent of the Customer. Customer reserves the right to participate in the defense at its own cost.
- c.) If the Software, or any part thereof, is, or in the opinion of LLumin may become the subject of any claim for infringement of any third party patent, trademark, copyright, trade secret, or other proprietary right, or if it is adjudicated by a court of competent jurisdiction that the Software, or any part thereof, infringes any third party patent, trademark, copyright, trade secret, or other proprietary rights of any third party, then LLumin may, at its option and expense, either (i) procure for Customer the right to use the Software or (ii) replace or modify the Software or parts thereof, with other suitable and reasonably equivalent technology so that the Software becomes non-infringing or (iii) if it is not commercially reasonable to take the actions specified in items (i) and (ii), terminate the license for the infringing Software and return the license fee paid by Customer for such Software, (iii) in addition, if IP infringement claim is validated within the first twelve months, Customer is then entitled to a pro-rated refund of all expenses paid to LLumin.

***12. Limitation of
Liability***

THE WARRANTIES STATED IN THIS AGREEMENT ARE IN LIEU OF ALL OTHER WARRANTIES AND CONDITIONS EXPRESSED OR IMPLIED INCLUDING, BUT NOT LIMITED TO THOSE CONCERNING MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

LLumin does not warrant the functions contained in the Software program or the operation of the program will be uninterrupted or error-free. In no event will LLumin nor its distributors and resellers be liable to Customer for any damages, direct or indirect, special, incidental, including any lost profit, lost savings, lost patience or other incidental or consequential damage arising out of the use of this software and its documentation, even if LLumin has been advised of the possibility of such damage.

Notwithstanding anything to the contrary herein this Agreement or any Service Work Order Agreement or any other agreement between the Parties, there shall be no limitation of liability as is applicable to the following: (1) claims for personal injury (including death) or property damage caused by the fault or negligence of LLumin or its agent while on the Customer's



premises or in Customer's equipment; (2) breach of the Publicity section in this Agreement; (3) LLumin's or its agent's gross negligence or willful misconduct; or (4) infringement.

Notwithstanding anything to the contrary herein this Agreement, Customer does not waive and intends to assert any and all available NRS chapter 41 immunity in all cases. Liquidated damages shall not apply unless otherwise expressly provided for elsewhere in this Agreement. The contract liability of the Parties under this Agreement does not include punitive damages. Damages for any Customer breach shall never exceed the amount of funds appropriated for payment under this Contract, but not yet paid to LLumin, for the fiscal year budget in existence at the time of the breach.

To the extent permitted by law, including, but not limited to, the provisions of NRS Chapter 41, each Party shall indemnify, hold harmless and defend, not excluding the other's right to participate, the other Party from and against all liability, claims, actions, damages, losses, and expenses, including but not limited to reasonable attorney's fees and costs, arising out of any alleged negligent or willful acts or omissions of the indemnifying Party, its officers, employees and agents.

13. Software Maintenance via and Upgrades

Software maintenance of the application is supplied to all on-premise software deployed customers via our annual maintenance agreement, as well as to all customers deployed SaaS.

The Software Maintenance Agreement provides:

- (i) Software updates, including remedies and revisions to the originally purchased software program.
- (ii) Documentation updates
- (iii) Unlimited telephone support, enabling communications with a LLumin Software Specialist during business hours of 8:30 A.M. to 6:00 P.M., Eastern Time, Monday through Friday, exclusive of holidays. LLumin will respond to the Customer Contact by helping to identify, verify and resolve problems with the Software
- (iv) The customer is required by the terms of this agreement to provide and maintain 24/7 high-speed communication access to LLumin software, during the entire term of this Agreement, or any subsequent Software Maintenance Agreements and renewals thereof.
- (v.) Costs to correct reported errors shall be borne by Customer if caused by Customer computer equipment malfunctions, Customer's negligence or fault or failure to follow the routines or operations specified in the Software user manual or any other cause beyond LLumin's control.
- (vi) LLumin agrees to provide Customer advance notice of any upgrades or updates occurring to the Software solution, along with a description of what functionality will be enhanced or affected.
- (vii) Updates are done periodically - approximately 6 months. These include fixes, enhancements, Industry OS revision updates, etc. Major upgrades occur approx. every 24 months. All associated work in delivering these upgrades and updates are included in the annual maintenance fee structure. All testing - internal and QA assurance for service packs,



plus beta testing for upgrades, is done prior to the release of any update/upgrade. Moreover, these updates are done with zero to little impact to your existing operations, since all are done after hours, even those that require no off-time. Documentation is accompanied with the upgrades and no charge training is provided to all end users wishing to maximize usage and understanding of the new features.

14. Operating Environment

LLumin commits to supporting access to the Software solution via Chrome, Firefox, Edge, and other LLumin approved browsers on Windows OS devices, current versions and one level back, throughout the term of this license Agreement.

LLumin is not responsible for preventive or corrective maintenance to the non-LLumin supplied or licensed Operating System Software, Computer Hardware hosting the Operating System, or the internet browsers deployed on the Operating Systems or Computers. Currently, the LLumin

SaaS Solution is hosted at Amazon Web Services. LLumin supports the use of Secure Sockets Layer (SSL) security protocols if Customer desires for data encryption purposes. LLumin commits to providing customers 90 days' advance notice of any change in host provider

15. Ownership of IP

LLumin will exclusively own all rights, title and interest in and to any software programs or of tools, utilities, technology, processes, inventions, devices, methodologies, specifications, documentation, techniques and materials of any kind used or developed by LLumin or its personnel in connection with performing professional services (collectively "LLumin Intellectual Property"), including all worldwide patent rights (including patent applications and disclosures), copyright rights, moral rights, trade secret rights, know-how and any other intellectual property rights therein. Customer will have no rights in the LLumin Intellectual Property (IP) except as expressly agreed to in writing by the Parties. Nothing in the Agreement or any scope of work will be deemed to restrict or limit LLumin's right to perform similar services for any other party or to assign any employees or subcontractors to perform similar services for any other party.

16. Right to Source Code

LLumin agrees to keep a current version of all present and future source code for its Software as included on this Agreement in escrow. If LLumin shall cease conducting business, become insolvent, make a general assignment for the benefit of its creditors, file a petition for bankruptcy, or has involuntary bankruptcy filed against it, Customer may choose to be a beneficiary of this code in escrow only if the beneficiary agreement fee of \$1000 is paid.

17. Governing Law

The interpretation and validity of this Agreement and the rights of the parties shall be governed by the laws of the State of Nevada. The Parties consent to the jurisdiction of, and agree that disputes will be resolved by, the courts of the First Judicial District Court of the State of Nevada in Carson City.

THE PARTIES FURTHER AGREE THAT THE UNIFORM COMPUTER TRANSACTIONS ACT OR ANY VERSION THEREOF, ADOPTED BY ANY STATE, IN ANY FORM ("UCITA"), SHALL NOT APPLY TO THIS AGREEMENT. TO THE EXTENT THAT UCITA IS APPLICABLE, THE PARTIES AGREE TO OPT OUT OF THE APPLICABILITY OF UCITA PURSUANT TO THE OPT-OUT PROVISION(S) CONTAINED THEREIN.



18. Continued Operability;

No Harmful Code LLumin warrants that the Software shall not install, nor permit any other party to install, any timer, key lock, “back door”, or any other means or device that allows unauthorized access to and/or compromises the Customer’s computers, networks or databases. LLumin warrants that it has used commercially reasonable efforts to cause the Software to be free of any known computer virus or harmful, malicious, or hidden program, data, or other computer instructions whose purpose is to disrupt, damage, or interfere with the use of computer and telecommunications software or hardware for their intended purposes.

19. Attorney’s Fees. The prevailing Party in any suit under this Agreement shall recover all reasonable costs, expenses and reasonable attorney fees incurred in such action, except that attorney fees shall not exceed the rate of \$125 per hour.

20. Severability. In the event that any provision or provisions shall be held to be unenforceable, those provisions shall in good faith be renegotiated to be enforceable and shall reflect as closely as possible the intent of the original provisions of this Agreement. Such negotiations shall not affect the enforceability of the remainder of the Agreement.

21. Force Majeure. Non-performance of either party shall be excused to the extent that performance is rendered impossible by acts of God, strike, fire, flood, earthquake, governmental acts or orders or restrictions, failure of suppliers, or any other reason when failure to perform is beyond the reasonable control non-performing Party.



22. Insurance

LLumin shall purchase and maintain insurance to protect Customer and LLumin from claims that may arise out of or result from this Agreement or any Services provided as a result of this Agreement whether such Services be performed by LLumin or by any of its employees, agents, subcontractors or anyone directly or indirectly employed by any of them, or by any one for whose acts any of them may be liable, as set forth below.

By requiring insurance specified herein, LLumin does not represent that such coverage and limits will necessarily be adequate to protect LLumin, and such coverage and limits shall not be deemed as a limitation on LLumin’s liability under the indemnities or warranties provided by LLumin in this Agreement.

<u>Types</u>	<u>Minimum Amounts</u>
Workers Compensation	Statutory
Employer's Liability	\$500,000
Comprehensive	\$100,000 per person
Automobile Liability Insurance	\$100,000 per accident
Commercial General Liability Insurance	\$1,000,000 each occurrence \$1,000,000 aggregate
Umbrella	\$4,000,000 over primary insurance
Errors & Omissions	\$1,000,000

23. Publicity

LLumin shall not use Customer's name and shall not issue any publicity releases, including but not limited to, news releases and advertising, relating to the Agreement without the prior written consent of Customer.

24. No Waiver.

The waiver by either party of a breach of any provision of this Agreement or the failure by either Party to exercise any right hereunder shall not operate or be construed as a waiver of any subsequent breach of that right or as a waiver of any other right.

25. Entire Agreement;

Amendments.
the whole

This Agreement, including the exhibits which are incorporated herein by reference, constitutes and entire Agreement between the Parties with respect to the subject matter hereof and no oral or written commitments not referenced herein shall apply. Any amendment or modification to this Agreement shall be effective only if reduced to writing and signed by duly authorized representatives of LLumin and Customer.

27. Survival

The provisions of this Agreement concerning Confidentiality, Publicity, Indemnification, Governing Law and Survival shall survive the termination or expiration of this Agreement.

[Signatures on following page.]



The Customer acknowledges having read this Agreement, including all printed language; that it understands all provisions and agrees to be bound by the terms set forth herein; and that it further agrees that the Agreement is the complete and exclusive statement of the agreement between the Parties with regard to the subject matter hereof; and that it supersedes all prior proposals oral or written and all other prior communications between the Parties relating to the subject matter of this Agreement.

Both LLumin and Customer, intending to be legally bound hereby, execute and deliver this Agreement as of the Effective Date and do each hereby warrant and represent that their respective signatory whose signature appears below has been and is on the date set forth below, duly authorized by all necessary and appropriate action, to execute this Agreement and to bind the respective Party to the obligations set forth herein.

LLumin, Inc. _____

Carson City _____ **(File No. 20300163)**

BY: Edward Garibian _____

BY: James Underwood _____

SIGNATURE: _____

SIGNATURE: _____

TITLE: CEO _____

TITLE: CIO _____

DATE: _____

DATE: _____

The following documents outlines a Statement of Work (SOW) for two LLumin integration projects. Each project has an associated timeline listed below; however, they can be executed simultaneously. LLumin is prepared to begin the projects, working collaboratively with Carson City staff by September 1, 2020.

Munis Integration

The interface to Munis can be done via ASCII flat-file exports from Munis that Carson City will create and implement as Carson City does not have the Munis API. An alternate method to create the interface is via SQL transactions/views. Either method will technically work, however please review and consider the following items related to using the SQL transactions/views:

- Changes to the Munis table structure could break and/or interrupt the custom views in Munis. This must be considered with all future Munis upgrades.
- Moving or changing the SQL Server that the Munis database resides on could break and/or interrupt the imports until linked servers are updated.
- SQL account permissions, password changes and expirations on the Munis SQL server could break and/or interrupt the imports.
- If the Munis server is behind a separate firewall, firewall settings will need to be set to allow port 1433 traffic from LLumin server, both on the firewall and Windows firewall. Changes to either could break and/or interrupt the imports.

Vendor Import

Munis will export list of new vendors added, using a department filter or user-def field in Munis so only the vendors that they wish to have created in LLumin will be exported. The Munis file will include Vendor ID, Name, Address, and any other info that should be imported into LLumin. The file of vendors will be periodically pulled into LLumin (nightly or hourly) and new vendors created in LLumin

Importing Open Invoice Numbers

For initial phase, Carson City will be entering received invoices into LLumin via non-PO receiving. Munis will export a file of open vendor invoices including Vendor ID and Invoice #, this will be exposed to the user in the Non-PO Receiving screen, after they select the vendor, they will have a dropdown showing the open invoice numbers for that vendor and can select one, then key in the receiving. They will also be able to add a link to the invoice PDF stored in Tyler Content management in this process per below.

Hyperlink to PDF invoice in Tyler Content Management

This will add the ability to link to a PDF of the invoice in Tyler Content Management during the Non-PO Receiving process. Carson City will send us the format / sample URLs and see if they are fixed and reproducible with an invoice # parameter.

Labor Rates Import

Munis will export for each employee the key fields necessary to calculate the employee's burdened labor rate, including employee's pay rate, benefits, insurance level, and overtime worked, as well as a unique identifier field that can link the employee record in Munis to the employee record in LLumin, such as AD ID or employee number. Carson City will provide us with the formula used to calculate the burdened rate from these fields. This will be imported and update the employee labor rates in LLumin on a bi-weekly basis. Because the formula contains constants that change on an annual basis, such as insurance rates, a system setup screen will be developed where a Carson City employee can adjust these constants for the formula.

Discrepancy Reports Linking Between LLumin and Munis

Carson City to send us samples of the spreadsheets and reports they are currently using. Munis will export invoice detail amounts that can be pulled into LLumin tables to allow comparing Munis additions / subtractions to LLumin. These comparisons would be financial only, as Munis does not track physical qty's of the inventory items, only dollar values. The reports can be designed to run to Excel in specific format if they will be used for pasting into another Excel spreadsheet, or could be self-contained reports. Munis may also have to export inventory valuations by account if that is used in any of the discrepancy reports.

Total Estimated Calendar Timeline: 12 Weeks

AVL Integration**GPS Coordinates / Display Vehicle Assets Current Location on ESRI Map from AVL Data Feed**

Vehicles assets in LLumin Assets Map View will have their current location be displayed on the map based on GPS coordinates being fed from AVL data-stream. Positions would automatically refresh and update every 30 seconds or 1 minute when "Real-time updates" checkbox is checked in Map View window.

Current Mileage

Asset current utilization and history will be updated on nightly basis from AVL data feed of current odometer reading for each vehicle.

Total Estimated Calendar Timeline: 8 Weeks