



Legislation Details (With Text)

File #: 2015-0376 **Version:** 1 **Name:** Perfect Forms System Renewal - Approval
Type: MOTION **Status:** PASSED
File created: 6/16/2015 **In control:** Board of Trustees
On agenda: 7/20/2015 **Final action:** 7/20/2015
Title: Perfect Forms System Renewal - Approval
Code sections:
Attachments: 1. Invoice

Date	Ver.	Action By	Action	Result
7/20/2015	1	Board of Trustees		
7/7/2015	1	Finance Department	INTRODUCED TO BOARD	
7/6/2015	0	Finance and Information Technology Committee	RECOMMENDED FOR APPROVAL	Pass
6/16/2015	0	Finance Department	INTRODUCED TO COMMITTEE	

Title
Perfect Forms System Renewal - Approval

History
PerfectForms is a cloud-based service used by the Village last year to provide residents the ability to submit their tax rebate applications and supporting documentation over the Internet. The system’s core functionality includes the capability to build custom web forms with intelligent behaviors and workflow applications. Examples of the behaviors that were built into the tax rebate application include lookup and validation of property index and utility account numbers, dispatching of email to both the applicant and internal staff, and internal routing of applications for verification and approval.

The cost of the annual license is \$4500. There are additional charges for hosting the data files from which the lookups are performed, one additional user license, and additional storage space for resident to attach their supporting documentation. The total cost for the renewal of the system is \$8,308 for a one year period.

On July 6, 2015, this item was reviewed by the Finance and Information Technology Committee, recommended for approval and forwarded to the Village Board of Trustees for consideration.

Financial Impact
\$8,500 is budgeted for the PerfectForms service.

Recommended Action/Motion

I move to approve the PerfectForms System annual renewal at a cost not to exceed \$8,308.00.

