



## Legislation Text

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**File #:** 2014-0516, **Version:** 1

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### Title

Renewal of the PerfectForms System - Approval

### History

PerfectForms is a cloud-based service used by the Village last year to provide residents with 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 residents to attach their supporting documentation. The total cost for the renewal of the system is \$7,540.00.

On September 2, 2014, this item was reviewed by the Finance and Information Technology Committee, recommended for approval and referred to the Village Board of Trustees for consideration.

### Financial Impact

Funds are included in the 2014 budget for this expenditure.

### Recommended Action/Motion

I move to approve the PerfectForms system annual renewal at a cost not to exceed \$7,540.00.