

Town of Bristol, VT | March 24, 2022

QUESTICA BUDGET PROPOSAL



March 25, 2022

Anthony Delmonaco
Town Treasurer
Town of Bristol, VT



Dear Anthony,

Questica Ltd. is thrilled with the possibility of partnering with the Town of Bristol in its effort to transform the current budget development and management process. We welcome an opportunity to leverage over twenty years of success with similar sized customers across North America to help the Town of Bristol:

- Transition from a labor-intensive process to an efficient, comprehensive, cloud based budgeting and forecasting software system
- Enable Town staff to more actively participate in a collaborative budgeting process remotely or in the office
- Better serve the planning team, finance staff, executive leadership and the community by facilitating analytics with up-to-date information presented in actionable reports, dashboards, and queries
- Budget more effectively for personnel, manage multiple scenarios and decision packages in a single system with a consistent, user-friendly user-interface

Questica proposes a Software-as-a-Service (SaaS) subscription of our industry leading multi-user Questica Budget solution and our professional services for implementation, integration, configuration, training, and post-implementation customer support. Questica is unique in providing a fully integrated solution offered with a consistent and well-organized user-interface that is purpose-built for budgeting in the public sector.

Simply put, Questica is THE most trusted budgeting solution provider by governments in North America. Some key considerations that set Questica apart include the following:

- **Full circle, end-to-end budgeting solutions:** Questica provides a single solution with modules and functionality to address your budgeting needs from start to finish. Per your requirements, we've provided a proposal that addresses your Operating and Personnel budgeting needs.
- **More configurable, less customizations:** Questica's 20+ years in the government budgeting space means we've seen best practices across multiple budgeting approaches at hundreds of State and Local agencies and organizations. Rather than customize the platform for each approach, Questica builds in incremental best practices as configurable options, offering Questica customers the ability to replicate those processes without re-inventing the wheel. Ultimately, this leads to quicker, less costly, and more stable implementations for long-term ROI.
- **You are in control:** Questica Budget is designed for client-side administration, with security, reports, and workflow configurable at the admin user level. We also leverage a single tenant architecture, which means that each customer has a unique and segregated instance of our software, enabling

the Town to choose when to apply software updates, based on your convenience and schedule.

- **Singular focus and purpose built for government:** Questica Budget is not a generic “one-size-fits-all” solution, nor is it a “Swiss army knife” that proposes to do many things half-well. Instead, Questica Budget is a point solution that excels at enabling a collaborative budgeting process for state and local governments, and public agencies. Since our inception, we have been 100% focused on crafting best-in-class budgeting solutions for the public sector.
- **Right sized for you.** Questica is big enough to support your organization, yet nimble enough to remain agile. We currently have 120 employees, which means we have the resources needed to support large-scale, complex implementations while remaining flexible to accommodate your unique requirements. We manage all aspects of our customer implementation, from kick-off to post-implementation support, exclusively with Questica employees.

We have an unmatched track record of success in implementing our solutions for government organizations and we stand firm in our *‘getting it done right the first time’* mission. We look forward to continued conversations with your finance team and to demonstrating how Questica will provide unquestionable value and return on investment to the Town of Bristol.

Sincerely,

Trevor Lloyd
Senior Account Executive
tllloyd@questica.com
1.877.707.7755 x4473
www.questica.com

Contents

Who We Are	5
Key Benefits of Questica	6
Cloud-based.....	6
Collaborative.....	6
Functionality	6
Configurability.....	6
Flexible.....	7
Innovative	7
Government Procurement Options.....	8
Who uses Questica Budget?.....	10
Questica Budget Overview	10
Operating module:	11
Personnel Planning & Budgeting module:	12
Capital module:.....	13
Performance module:	15
Statistical ledger:	16
Questica Integration System (QIS):.....	16
Allocations:	17
Advanced Calculation Engine (ACE):.....	17
Change Requests:.....	18
Advanced Searches:	18
Reporting and Dashboards:.....	19
OpenBook transparency and data visualizations	21
Questica Budget Price Quote.....	22

Who We Are

For the past 23 years, Questica has partnered with public sector organizations to enable data-driven budgeting and decision-making, while increasing data accuracy and productivity and improving stakeholder trust. These organizations are modernizing their business processes using Questica's budgeting, performance, transparency, and engagement software solutions.



In February 2019, Questica along with five other companies including OpenCounter, Bonfire, CityBase, eCivis and Sherpa Government Solutions, joined GTY Technology Holdings Inc.



(NASDAQ: GTYH). Questica remains an independent operating business unit of GTY, but all business units are a unified force leading digital transformation of the non-commercial sector. We provide best in breed point solutions to help governments best meet the needs of their constituents. Combined, GTY has more than 400 employees and serves roughly 2,000 clients across the U.S. and Canada.

Questica is consistently recognized as one of the leading and most trusted budgeting software solutions:

- 2021, 2020, 2019: As part of GTY, recognized by Government Technology in their annual GovTech 100 Index which showcases the 100 leading companies serving state and local governments in unique, innovative, and effective ways
- 2019: CV Magazine's Canadian Business Awards, "Best Cloud-Based Budgeting Software Solutions Provider"
- 2018: "10 most trusted public sector solution providers" by Insights Success magazine

The Questica team is comprised of roughly 120 technology experts, budget professionals and business specialists who have decades of experience working with local government. We in fact represent the largest group of budget software experts in North America dedicated to serving the public sector.

Our team understands the unique challenges that government organizations face when preparing, managing, and sharing the details of a budget, and we bring our collective years of experience to the Town of Bristol's project.

Key Benefits of Questica

Cloud-based

Questica Budget Suite is a cloud-based solution hosted on Questica's secure Microsoft Azure server. Cloud-based solutions enable clients to access their budget data online at any time and from any location. Hosting on single tenant architecture means the Town's budget data is isolated from other clients, with the flexibility to choose when to upgrade to new versions of the product.



Collaborative

Budgeting is a people-centric process that requires communication and teamwork to be successful. The Questica Budget Suite is a collaborative platform that will allow the Town's budget managers to work with departments to prepare and manage budgets efficiently. When budgets can be accessed and viewed by everyone participating in the budgeting process, the result is better communication and decision-making. This is particularly important if staff work remotely.

Functionality

Questica Budget is feature-rich and provides powerful functionality for greater control and visibility into budgets. The Town's users can not only create budgets, but also have the tools to calculate, analyze, forecast, report, and develop what-if scenarios to gain deeper insights from the budget. With seamless integration for flow of data to the Town's existing ERP, users can build budgets based on accurate, real-time financial information.

Configurability

Questica Budget can be configured to reflect the Town's unique requirements including process flows, terminology, and all elements of their Chart of Accounts. Our solution is proven to result in higher user adoption, which in turn leads to enhanced accuracy and accessibility of information. This ultimately contributes to better performance management and strategic planning.

Configurability means fewer requirements for customization. This will save the Town time, resources, and complexity both in the initial implementation, and through ongoing use as upgrades and enhancements are released. The bottom line is a significantly lower cost of ownership over your lifetime use of our product.

Flexible

COVID-19 continues to challenge communities and Local governments continue to need the ability to run multiple scenario models, make decisions quickly and pivot when necessary. Questica Budget provides the ability to adapt to new situations, make any necessary adjustments or deep dive into the budget to reallocate funds or evaluate potential cost savings. The Town should not be limited by manual data entry, spreadsheets, or an inflexible legacy system.

Innovative

Innovation at Questica is driven by what product features provide clients the most value and the best budgeting experience. Questica's product strategy is based on feedback from our clients, who are all public sector organizations, and serves as a guiding star that directs our focus. From user forums to early adopter groups, Questica clients are with us every step of the way as we develop new features or improve the functionality of Questica Budget.

Government Procurement Options

Today's modern governments have recognized the traditional methods of procuring software through Request for Proposal are expensive, time consuming, and often very limiting in scope. An increasing number of customers have contracted with Questica utilizing the methods outlined below.

1. **Take advantage of contract vehicles and cooperative purchasing agreements.** Contract vehicles are commonly relied upon as the most efficient way for governments to buy goods and services. Questica is listed on many cooperative purchasing contracts, such as DIR, Carahsoft, SHI, NASPO, BuyBoard, Sourcewell, and Omnia. These contracts include several vendors and were established via a competitive bidding process, much like an RFP cycle.
2. **“Sole source.”** This method refers to opportunities where Questica is the only provider able to deliver the set of solutions that a government entity is looking for. This can justify the avoidance of an RFP, since there are simply no other vendors in the market who can deliver the necessary goods or services.
3. **Piggyback contracts:** To satisfy procurement policy, many Questica customers choose to piggyback from contracts already vetted by a competitive RFP process of similar size and scope. For example, The City of Spokane, utilized a piggyback agreement (i.e., cooperative agreement statement) with City of Seattle to purchase Questica. Questica is open to helping The Town explore best fit piggyback options with current customers.
4. **Emergency Funding:** State and local governments need the right tools to remain flexible and make critical data driven decisions. Several Questica customers, such as Imperial County, CA have invoked emergency purchasing measures to fund the purchase of Questica. The funding from the American Rescue Plan Act provides an opportunity for state and local governments to purchase new technology in support of expanding services to citizens and improving responsiveness.

Specifically, sections 602(c)(1)(C) and 603(c)(1)(C) of the Act provide recipients with broad latitude to use the Fiscal Recovery Funds for the provision of government services. Questica Budget now includes a built-in calculator which automates the lost revenue calculation formula as outlined in the guidance. Included below is sample verbiage that The Town could utilize to justify purchase of Questica Budget using ARPA funds.

American Rescue Plan Justification

- Whereas COVID-19 and the required response by the (name of local government) had a significant impact on the budget of (name of local government), and
- Whereas: expenditures for essential public health and safety workers were higher than budgeted to ensure public health welfare and safety concerns; and

- Whereas: remote work of non-essential (name of local government) staff resulting from stay-at-home orders and legislated social distancing in the workplace revealed the need for upgrading IT software and infrastructure; and
- Whereas: ____ (name revenue source; e.g. sales tax, hotel tax, etc.) revenues in the (insert most full fiscal year) were reduced due to the economic impact of COVID-19 causing a budgeting shortfall, and
- Whereas: the (name of local government) needs to procure budgeting and performance management software that will enhance its ability to respond to the COVID-19 emergency and
- Whereas: the budgeting and performance management software will increase efficiency, improve constituent services, and enable remote work, and
- Whereas: the revenues to procure such software are not available due to the economic impacts of COVID-19 on the (name of local government) revenues.
- Now therefore be it resolved that the (name of local government) hereby declare that the use of American Rescue Plan Act funds in the amount of \$_____ be used to procure....

Should this method be the preferred procurement option, we are more than happy to facilitate reference conversations.

Who uses Questica Budget?

Sample Questica Budget customer list:

- City of Buffalo, NY
- Town of East Hampton, NY
- Town of Southampton, NY
- Town of Brookhaven, NY
- City of Peekskill, NY
- Town of Essex, VT
- New Haven Housing Authority, CT
- Bucks County, PA
- Town of Uwchlan, PA
- Cumberland County, PA
- Township of Doylestown, PA
- City & County of Denver, CO
- City of Seattle, WA
- City of Spokane, WA
- City of Riverside, CA
- City of Santa Clara, CA
- Washington County, OR
- Pinellas County, FL
- Osceola County, FL



Client Success Stories

Click on the logos below to learn more about how our clients are using Questica



Questica Budget Overview

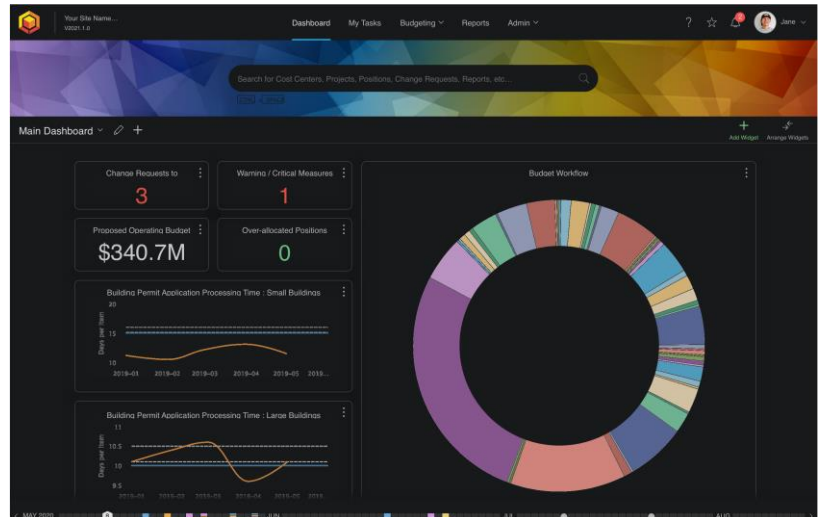
The Questica Budget Suite is an end-to-end budgeting system that will help the Town of Bristol manage their budgeting process with greater efficiency and accuracy.

We are confident that our budget system is the right application for the Town, providing the features you are looking for to support your budget development that will enable you to discover key budget insights that may have been hidden in a spreadsheet.

Operating module:

Questica Budget is designed for non-finance department and non-technical users of the Town to prepare and maintain their budgets directly in the system. Budgets can be categorized on an Organizational basis where cost centers roll-up into their respective departments and divisions and can also be categorized on a Fund basis where cost centers roll-up into their particular funds and fund categories. Cost centers can easily be moved from one department and division to another, as well as from one fund to the next. Additional hierarchical structures can be configured as needed.

Role-based security ensures that users have streamlined access to only the data and functions that they need. Cost Center information can be maintained, and comments, notes, and attachments (e.g., scans, documents, or links) may be added to the budget or even to the detailed line items.



Sample Costing Center Information

Budgets can be managed at a monthly, quarterly, annual, or biennial basis. Grids are configurable and may

consist of historical years, current year, and future forecast years.

Account	Description	2020	Q1	Q2	Q3	Q4
Account Type: Expenses		21,550.74	21,550.74	21,550.74	21,550.74	21,550.74
GL Category: Other Personal Costs		68,710.09	68,710.09	68,710.09	68,710.09	68,710.09
4114 - Miscellaneous		31,122	31,122	31,122	31,122	31,122
4116 - Conferences / Travel	Recovery from Allocation * - my allocation to 2922, rec...	68,710.09	68,710.09	68,710.09	68,710.09	68,710.09
GL Category: Miscellaneous		1,768,710.09	1,768,710.09	1,768,710.09	1,768,710.09	1,768,710.09
4814 - Miscellaneous	Mobile communications for fire apparatus - increase to...	31,122	31,122	31,122	31,122	31,122
4822 - Repairs and Maintenance	Suppression equipment - replacement, Operational ne...	1,377,210.38	1,377,210.38	1,377,210.38	1,377,210.38	1,377,210.38
4853 - Materials	Forced Growth - increase to protective clothing as per...	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00
GL Category: General Supplies		1,200.00	1,200.00	1,200.00	1,200.00	1,200.00
4316 - Protective Clothing / Un...	Fire Prevention Conference	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00
4354 - Cable	Miscellaneous Supplies	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00
4364 - Telecommunications	Renovations to sleeping quarters	140,820.00	140,820.00	140,820.00	140,820.00	140,820.00
4366 - Water	Composting program	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
Account Type: Revenues		21,550.74	21,550.74	21,550.74	21,550.74	21,550.74
GL Category: Programs		1,200.00	1,200.00	1,200.00	1,200.00	1,200.00
3274 - Miscellaneous Fees						
3006 - Protective Fire Fighting	Mobile communications for fire apparatus - increase to...		1,200.00	1,200.00	1,200.00	1,200.00
	Recovery from Allocation * - my allocation to 2922, rec...	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00
		1,200.00				1,200.00
21 Records		21,550.74	21,550.74	21,550.74	21,550.74	21,550.74

Sample Annual Budget Summary View

Personnel Planning & Budgeting module:

Questica Budget's Personnel Planning & Budgeting module performs like a calculator with advanced features, enabling the Town to accurately model and forecast all costs associated with positions (filled and vacant) and employees to accommodate the workforce budget. Step or pay increases, cost of living adjustments, new benefits, etc., can efficiently be budgeted.

Each Position is a record of all the information required to calculate the base wage, as well as overhead costs such as benefits, allowances, and employer taxes; and each are attributed to the appropriate GL Account (object code). Positions which are paid according to a union contract are assigned a pay grade and step, allowing the pay to be determined from the pay scale for that contract. Alternatively, a position's base wage can be entered as a distinct salary value for each position, or as a percentile of the range configured for a selected grade.

A position can be associated with an incumbent employee, primarily for the purpose of calculating employee specific benefits such as the applicable health care option. The position's incumbent employee or their grade can be changed in any given month to model the normal changes as people are hired, promoted, and reassigned. Employees may be allocated to multiple positions to model those who have more than one job. Similarly, the budget for a single position can be split between any number of departments and/or funds. This split can be indicated using percentages, fractions of FTEs, or hours.

Questica Budget uses the term "modifier" to represent any cost that is not the base salary/base wage of a

position (e.g., taxes, health benefits, allowances, or special pays). Modifiers can be a percentage of other costs, typically base wage, or the value can be independent of other costs and even looked up from other tables in the system to allow ease of management from one year to the next. With opt-in settings, recurrence, graduated/tiered values, and the ability to cap payments, modifiers are an ultra-effective tool for managing payroll calculations.

Description	2022	2023	2024	2025	2026
GL Account Type: Expenses / Expenditure	(54,978.09)	(56,074.09)	(57,191.93)	(58,332.17)	(59,495.21)
Base Wage	49,521.12	50,511.54	51,521.77	52,552.21	53,609.25
FICA - Social Security (OASDI)	3,070.31	3,131.72	3,194.35	3,258.24	3,323.40
FICA - Medicare	718.06	732.42	747.07	762.01	777.25
Workers' Compensation	1,411.35	1,439.58	1,468.37	1,497.74	1,527.69
Life Insurance	77.25	78.80	80.37	81.98	83.62
Dental and Vision	180.00	180.00	180.00	180.00	180.00

Sample Annual Costing – Single Position

Description	Total	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
GL Account Type: Expenses / Expenditure	(54,978.09)	(4,581.51)	(4,581.51)	(4,581.51)	(4,581.51)	(4,581.51)	(4,581.51)	(4,581.51)	(4,581.51)	(4,581.51)	(4,581.51)	(4,581.51)	(4,581.51)
Base Wage	49,521.12	4,126.76	4,126.76	4,126.76	4,126.76	4,126.76	4,126.76	4,126.76	4,126.76	4,126.76	4,126.76	4,126.76	
FICA - Social Security (OASDI)	3,070.31	255.86	255.86	255.86	255.86	255.86	255.86	255.86	255.86	255.86	255.86	255.86	
FICA - Medicare	718.06	59.84	59.84	59.84	59.84	59.84	59.84	59.84	59.84	59.84	59.84	59.84	
Workers' Compensation	1,411.35	117.61	117.61	117.61	117.61	117.61	117.61	117.61	117.61	117.61	117.61	117.61	
Life Insurance	77.25	6.44	6.44	6.44	6.44	6.44	6.44	6.44	6.44	6.44	6.44	6.44	
Dental and Vision	180.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	

Sample Monthly Costing – Single Position

Capital module:

Questica Budget's Capital module simplifies and centralizes the process of Capital budget planning and execution. Prior years' budget data (Actual Costs and Budget values) can be imported into Questica Budget, and Town users can create multi-year Capital projects where they can identify their expenditures, funding sources and make adjustments as they prepare their budgets.

Users can construct their capital projects on an annual, quarterly, or monthly basis, enter narrations or explanations for their requests and categorize their projects based on different criteria such as Tangible

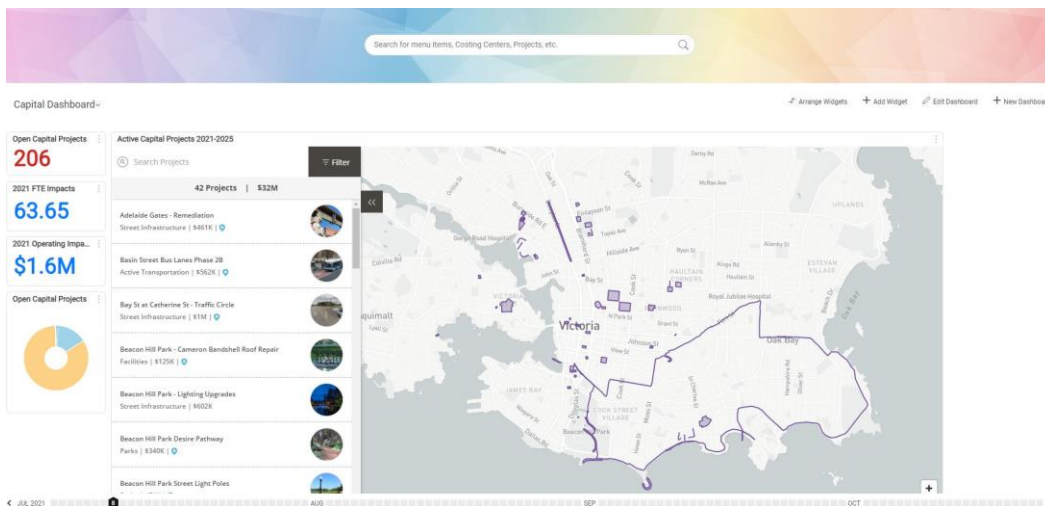
Capital Assets, Fund(s), or Project Status. Requests get escalated through the configurable workflow system integrated within Questica Budget. Project ranking can also be administered according to user-defined criteria, and multiple project scenarios can be created for each project.

The Capital module also gives the Town the ability to manage budgeting activities related to Grant Programs of varying complexities - the “Type” field on Projects is commonly used to indicate that the Project is to be treated as a Grant.

The screenshot displays the 'General Information' page for a project in the Questica Budget system. The breadcrumb trail shows '2022 > ENG-239 - Ross Bay Seawall Replacement Design > Main (Active)'. The page includes a navigation menu with 'Dashboard', 'General', 'Budget', 'Stats', 'Advanced', and 'Reports'. The 'General Information' section contains the following fields:

- Title:** Ross Bay Seawall Replacement Design
- Number:** ENG-239
- Year Identified:** 2016
- Project Website:** (Empty field)
- Description:** The Ross Bay Seawall is located on the ocean side of the sidewalk, and protects the sidewalk and road from the rocks, wood and other ocean debris that storms push up the adjacent beach. It runs from St. Charles Street to Memorial Crescent and is 722 meters long, and is approximately 4 feet high with several stairways including one long one at the east end. The existing wall was constructed in 1911/12 at a cost of \$150,000 (translated into current day would be \$3.3M). The seawall is over 100 years old and is showing signs of deterioration and damage due to the rusting of the rebar from the salt water and rain, the result of...
- Comments:** Replacement of the existing seawall, in the same location, with a similar concrete structure that would be even more resilient to storms and deterioration. Elements could be considered for inclusion that would make it more of an amenity for people who visit the beach at Ross Bay. 2018: Planning of the replacement. 2019: Construction of the replacement.
- Justification:** The current Ross Bay Seawall is over 100 years old and is in an aggressive environment. It is deteriorating and also looks dilapidated. It has reached its end of life (see attached photos). It protects pedestrians, cyclists and motorists from beach debris that is tossed up during storms; it also keeps a lot of debris off of the sidewalk and road. It was originally built to also help protect the Ross Bay Cemetery, along with the lower apron along the beach. It is required for safety, but also should look good as this is a high traffic area for tourists and locals who frequent the drive and beach area.
- Acct. Reference:** (Empty field)
- Start Date:** 2023-03-15
- Completion Date:** 2024-11-13
- Department:** Public Works
- Asset Type:** Transportation Infrastructure

Sample Capital Project – General Information



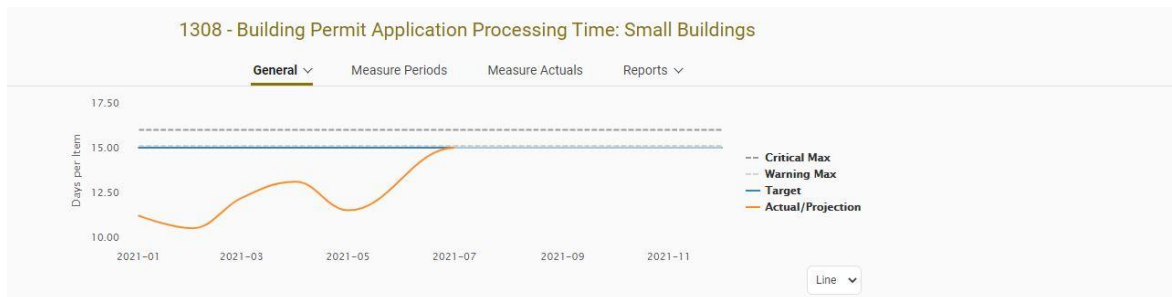
Sample Capital Improvement Plan Transparency – Interactive Visual Map

Performance module:

Questica Budget's Performance module enables the Town to establish objectives and facilitates tracking their progress towards achieving targets over time. Targets can be defined for the measures that the Town wishes to track, and using warning and critical threshold limits, those items requiring focus and attention can be easily identified.

Measures, whether financial or statistical, may reference existing values already in the system, or may otherwise be manually entered. In either case, these measures can also be calculated based on other measures. They can be consolidated under various Programs and can also be incorporated into an Organizational Scorecard. Responsibilities can be established for the various Programs and Measures, inclusive of due date and automated reminders, to facilitate workflow processing.

Questica Budget Performance offers full integration to the rest of the Questica Budget suite and leverages the Questica Dashboard platform. The functionality helps improve performance, encourages innovation within your team, assists you in becoming more cost effective, and delivers an enhanced level of transparency and accountability.



Measure Information

Name *

Building Permit Application Processing Time: Small Buildings

Acct. Reference

1308

Description 335

Median number of working days to review a complete building Median Number of Working Days permit application and issue a permit or not issue a permit, and provide all reasons for refusal.

Category 2: Small Buildings (small commercial/industrial not exceeding 3 storeys/600 square metres)

Reference: Standard is 15 working days.

Program

09 - Building Services

Measure Category

Output

Performance Security Group *

Security Group A

Measure Status *

Active

Measure Trend *

Down is Better

Sample Performance Dashboard

Statistical ledger:

The Questica Budget Statistical Ledger allows Town budget staff to plan and track numbers other than spending dollars (e.g., hours worked, number of clients, resource utilization).

Staff can create a budget for any numeric data and work with it very much like financial budgets. This can be very useful for planning and tracking activities and outputs, and the data can be used as a guideline for building budgets. Statistical Ledger data can also be a component of a performance measurement plan.

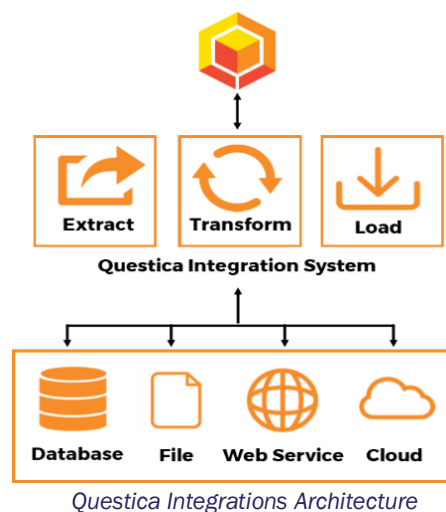
Questica Integration System (QIS):

Questica Budget will integrate with the Town's financial system via its proprietary Questica Integration System (QIS).

QIS is a specialized database-independent tool developed to exchange data between Questica Budget and external systems in batch on a scheduled or as-needed basis. QIS also simplifies the integration process and reduces the time required to integrate Questica Budget with other customer systems or data warehouses.

QIS provides a highly configurable framework for importing or exporting budget related or non-financial data with existing and future external data sources, using API (Application Programming Interface) and ETL (Extract, Transform and Load) integration methods to ensure the budgeting solution always reflects up to date data.

The following diagram illustrates the Questica Integration System. The Questica Budget application is represented by the symbol at the top, with the QIS system in the middle, and various customer systems on the bottom. When data is being extracted from an external system and moved to Questica Budget, data would be moving from the bottom to the top of the diagram. On the other hand, when extracting data from Questica Budget to insert into an external system, data moves from the top to bottom.



The process can be scheduled or run on-demand by an authorized Questica user. Monitoring of scheduled integration tasks can be performed in many ways, but the most popular method is exception or failure notification, which can be configured to email one or more people.

As detailed below, implementations can include three distinct interface points - two on the financial side and one on the HR/Personnel side, and sometimes a fourth:

Actual Cost integration	Actual costs are automatically imported into Questica Budget from the Financial System. This can be set up to occur at a variety of timeframes, but most often this automated process of copying the actual costs from the Financial System into the Questica Budget system occurs on a nightly basis. This allows users to see Budget vs. Actuals that are no more than 24 hours old.
Movement upon Approval	When the budget is approved/adopted, it is typically moved from Questica Budget into the Financial System, the system of record.
Salary Sync	The process for loading HR/payroll data into the Questica Budget system is via our 'Salaries Synchronization Tool'. This provides a mechanism to populate our salary and benefit engine with data from the Town's HR records system. The integration can be run on demand, whenever updated Personnel data is needed in the budget system.
Budget Adjustments (If required)	As adjustments are made throughout the year (e.g., transfers, new budget requests, etc.), these changes can also be synchronized between Questica Budget and the Financial System so that budget revisions are always current in both systems.

Allocations:

The Allocations tool within Questica Budget allows dollars to be moved throughout the Operating and Capital budget in a structured and balanced fashion. The functionality supports complex arrangements of allocations between many budget elements.

An employee's cost may, for example, be split between multiple programs or cost centers, or Internal Service Provider budgets can be managed. In the latter example, an IT budget that is developed in detail like any other costing center may get allocated to other budget elements, perhaps using a cost driver such as 'number of computers' as the distribution basis. Once the allocation has been run, each recipient Costing Center will have a Destination Budget Line representing a portion of IT expenses, and the IT Costing Center budget will subsequently have a Recovery Budget Line that effectively zeroes out their allocated budget.

Advanced Calculation Engine (ACE):

Questica Budget's Advanced Calculation Engine is a powerful feature that brings familiar Excel functions into Questica Budget and allows users to create reusable calculation packages/models. The tool is simple to use and is designed to keep users working inside Questica Budget.

In addition to containing familiar Excel functions there are also budget-specific functions documented in an

integrated library, enabling users to reference data based on its qualities rather than by specific location. For example, a function can be performed on the budget values for a particular account code or using the actuals from a certain statistical account. Functions can also be period-based, enabling the option to reference data from past months or years, or reference a range of data such as the average from the past three years for a given month or quarter.

Change Requests/Decision Packages:

Questica Budget's Change Requests feature, also referred to as Budget Adjustments, Budget Modifications or Decision Packages, allow the Town's authorized users to process pre- and post-approval budget changes, both one-time and recurring, using a controlled process and workflow-based approval. These requests can be created individually, or they can be bundled together and treated apart from the general budget with their own dedicated approval process. Questica Budget does this in a controlled environment so that users can only submit, change, and see budget requests that are appropriate for them.

Just as different workflows may be established for the Town's Operating and Capital budget requests, distinct workflows and approval hierarchies can also be established for different types of Change Requests or Decision Packages. For example, a position change request is likely to have a different workflow and approval process than a budget transfer type change request.

Advanced Searches:

Questica Budget's Advanced Search function is an intuitive user-facing feature that allows non-technical users to compose detailed searches using a variety of comparators and the ability to infinitely nest AND/OR groupings.

Essentially, the Advanced Search functionality allows the Town's authorized users to perform sophisticated and highly dynamic data analytics and ad-hoc queries based on multiple dimensions, including specific criteria or descriptive words. This robust and powerful tool allows complex queries to be easily built up – one line at a time.

The Advanced Search capabilities also enable power users to update and manipulate large volumes of budget data quickly. For example, if there was an organizational directive to reduce supplies expenses by 5%, this can be easily accomplished by using the Advanced Search feature to retrieve all supplies expense items across the organization. Once the results are displayed, the inherent 'adjust' feature provides an efficient means for manipulating the data en masse.

Advanced Search grids, like other grids throughout the system, are exportable to Excel.

Reporting and Dashboards:

Questica Budget's reporting and analytics capabilities are delivered as part of its core software feature set.

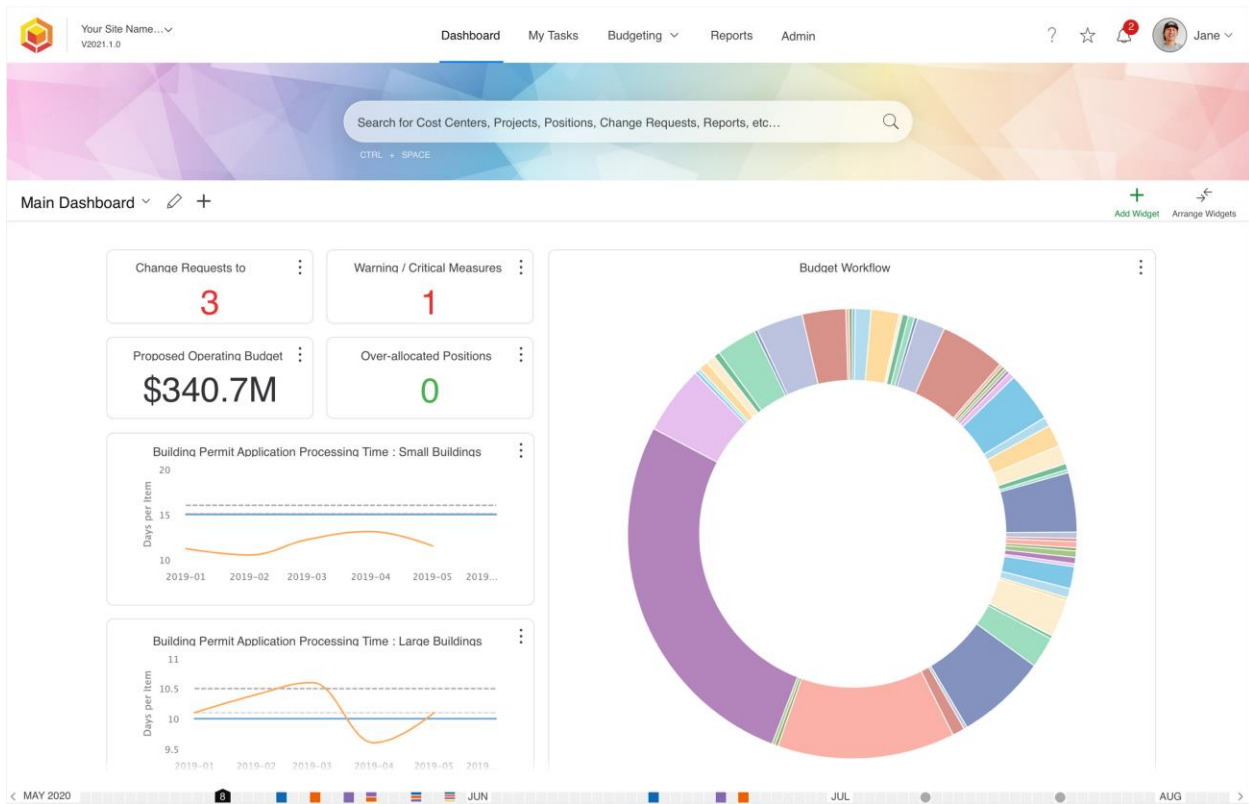
The system includes pre-built ad-hoc data views (i.e., queries), advanced “smart reports” that combine rows and columns of numbers with graphics (e.g., pie chart), 80+ pre-built ready-to-use reports, each with a variety of input selections, and pre-built dashboards with rich interactive visualizations of information that can be utilized to create actionable at-a-glance displays – all of which include data security to ensure users only see what they're allowed to see.

Standard reports leverage Microsoft's SQL Server Reporting Services (SSRS) and can be copied and modified by budget staff without requiring programming skills.

The screenshot displays the Questica Budget software interface. At the top, there is a navigation bar with options like 'Dashboard', 'My Tasks', 'Budgeting', 'Reports', and 'Administration'. A user profile for 'Norman Schu...' is visible in the top right. The main content area is divided into two sections. On the left, the 'Report Center' lists various reports such as '5 Year Operating Budget Summary', 'Actual vs Budget Year To Date', 'Allocated/Unallocated Positions', 'Allocation Detail', 'Allocation Summary', 'Balance Sheet', and 'Balance Sheet - Landscape'. On the right, the 'Actual vs Budget Year To Date' report builder is active, showing a preview of the report and a 'Report Categories' section with options for 'Operating', 'Fund Reports', and 'Departmental Reports'. A 'New Print Report' dialog box is overlaid in the center, allowing users to specify details for a print report. The dialog has a 'General' tab with fields for 'Display Name *' (set to '2021'), 'Description' (set to 'Out-of-the-Box Actual vs. Budget YTD Report'), 'Context' (set to 'Report Center'), and 'Report Categories' (with checkboxes for 'Account Balance Forecast', 'Actual vs Budget', and 'Allocations'). 'Cancel' and 'OK' buttons are at the bottom of the dialog.

Sample Out-of-the-Box Actual vs. Budget YTD Report Builder

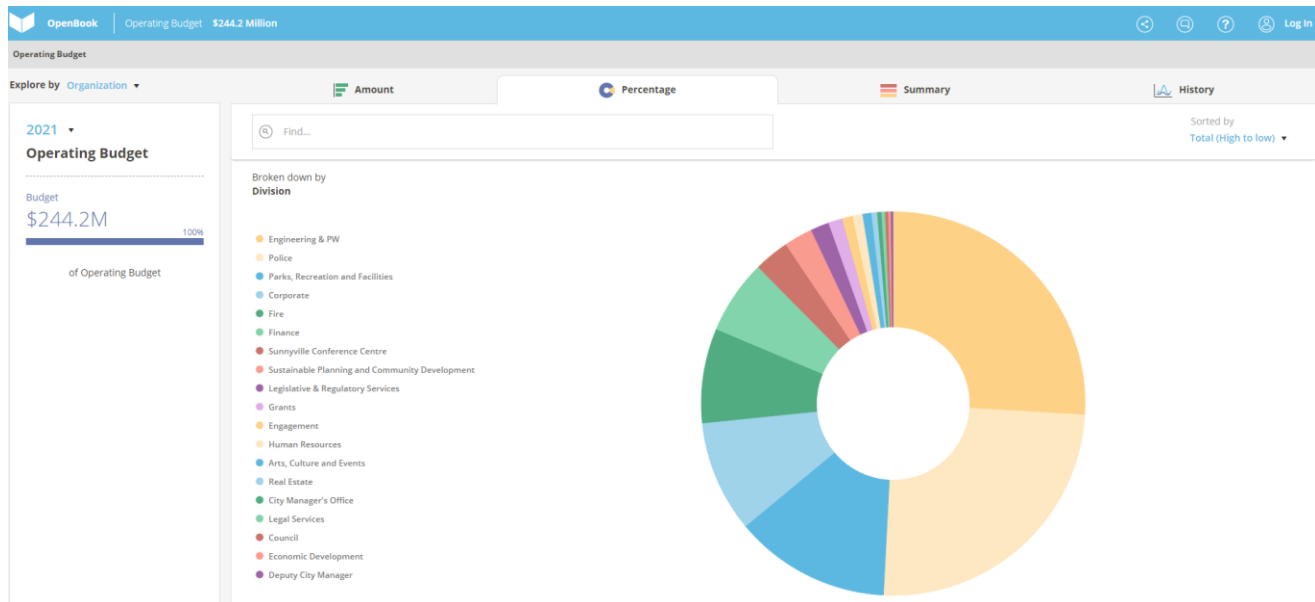
Questica Budget also enables the Town's authorized users to create reports and dashboards using system configuration tools. New reports and dashboards may be kept private, or for added efficiencies can be shared between user groups or made available to all users.



Sample Full-Featured Dashboard

OpenBook transparency and data visualizations

Questica Budget's OpenBook tool fosters transparency for public agencies, enabling the Town's information to be visualized in an array of charts, tables, bars, graphs, and GIS mapping for Capital planning. Like all Questica tools, OpenBook is intuitive and easy-to-learn. With descriptive text, informational pop-ups, filtering and sorting capabilities, diving in, and discovering information is made easy for all stakeholders.



OpenBook - Sample Operating Budget: Interactive Pie Chart



Budget

Questica Price Quote

Prepared for

Anthony Delmonaco
Town Treasurer
Town of Bristol VT

by

Trevor Lloyd
Questica Ltd.

This proposal is subject to a review of your Chart of Accounts
and a review of the Scope of Work

March 25, 2022

Questica Budget Price Quote – 5 Year Brilliant Subscription Bundle (SaaS)

Quotation ID#: BRISTOLVT-20220310-5

Description	Qty	Total
Questica Budget Framework – All Modules		
Operating Licenses	Included*	
Personnel Planning & Budgeting Licenses	Included*	
Capital Licenses	Included*	
Unlimited Read Only Licenses	Included	
Performance Measures	Included	
Allocations	Included	
Statistical Ledger	Included	
OpenBook Transparency	Included	
Questica Annual Software Subscription (including maintenance, support, and hosting)		\$ 19,500.00
Professional Services (Per Scope of Work)		
Planning & Analysis	Included	
Installation	Included	
Data Load & Verify	Included	
Accounting Integration	Included	
Training	Included	
Project Management	Included	
OpenBook Professional Services	Included	
Total Questica Professional Services (one-time fee)		\$ 10,000.00
Grand Total Year 1		\$ 29,500.00

*Number of licenses to be validated prior to contract

Pricing Notes

Quotation ID#: BRISTOLVT-20220310-5

Pricing valid through: **April 30, 2022**

- Questica annual subscription is based on a 5 year term
- Questica has agreed to secure the proposed annual costs for 2 years from the contract effective date and will apply a 5% inflationary increase beginning in year 3
- Questica Annual fees
 - Year 1 is \$29,500 (SaaS and Professional Services)
 - Year 2 is \$19,500
 - Year 3 is \$20,475 (includes 5% increase)
 - Year 4 is \$21,498.75 (includes 5% increase)
 - Year 5 is \$22,573.69 (includes 5% increase)
 - Total 5 Year contract is \$113,547.44
- Pricing is not applicable in response to a formal RFP Process
- Above pricing in USD
- Applicable Taxes Extra
- **Terms of Payment:**
 - Software Subscription (including annual maintenance, support, and hosting services):
 - Due 100% upon Contract Effective Date (Net 30) and annually in advance for future years
 - Professional Services:
 - Due 100% upon Contract Effective Date (Net 30)

Additional Professional Services are available upon request at Questica's then current hourly rate, currently set at \$225/hr.

Summary

Questica greatly appreciates the Town of Bristol's interest in learning more about our Company and our software. As stated, we welcome an opportunity to leverage our more than 23 years of success in public sector budgeting, to help the Town improve the efficiency and effectiveness of its budgeting process and to provide a technology solution that optimizes and supports the budget formulation and management cycle.

We are happy to address questions and engage in more detailed conversation to showcase how our software fits your requirements, our implementation approach, and the support our company provides. I would also be happy to facilitate introductions to current clients and would encourage you to connect with your peers to understand why they decided to partner with Questica - the most trusted solution for government organizations.