



REQUEST FOR DECISION

November 27, 2024

RECOMMENDATION

That Council authorizes the purchase of Questica Budget Software on or before November 29, 2024, in order to receive a 10% pre-order discount as outlined in the Questica Budget Proposal dated October 10, 2024.

Background

CAO has been searching for a budget software solution that will provide both transparency to the community and accessible and collaborative for administration. The key benefits offered by Questica Budget Software include these aspects and others as outlined herein:

- It is a cloud-based solution which enables staff to access their budget data online at any time and from any location;
- Questica Budget Suite is a collaborative platform that allows budget managers to work with all departments to prepare and manage budgets efficiently; it streamlines budget access for financial and non-financial contributors;
- With seamless integration for flow of data to this software, staff will have the ability to build budgets based on accurate, real-time financial information; and
- It also includes Budget Book Studio solution, which is a financial reporting tool to create an annual budget document that will provide the community with a complete understanding of the budget that is presented in a manner geared for a non-financial audience.

Financial Considerations

Funds for this software have already been added into the 2025 budget calculations.

The reason for this request to purchase this software at this time is to take advantage of a 10% discount offered for 2025 pre-orders that are confirmed prior to November 29, 2024.

Because the software will not be installed and ready for usage until 2025, funding for this software would be allocated as a 2025 budget expense.

Options

Option 1—approve the recommendation: That Council approves the recommendation.

Option 2—defer the recommendation: That Council defers the purchase of this software until after the 2025 budget is approved and lose the 10% discount now available.

Option 3—reject the recommendation: That Council does not proceed with the recommendation.