

Utility
Billing

GL/Budgeting

Accounts
Payable

Financial Management Suite

Cash
Receipting

Purchase
Order

Fixed
Assets

Miscellaneous
Receivables

Human
Resources

Payroll

Timesheets

Service, Solutions, Support...Satisfaction





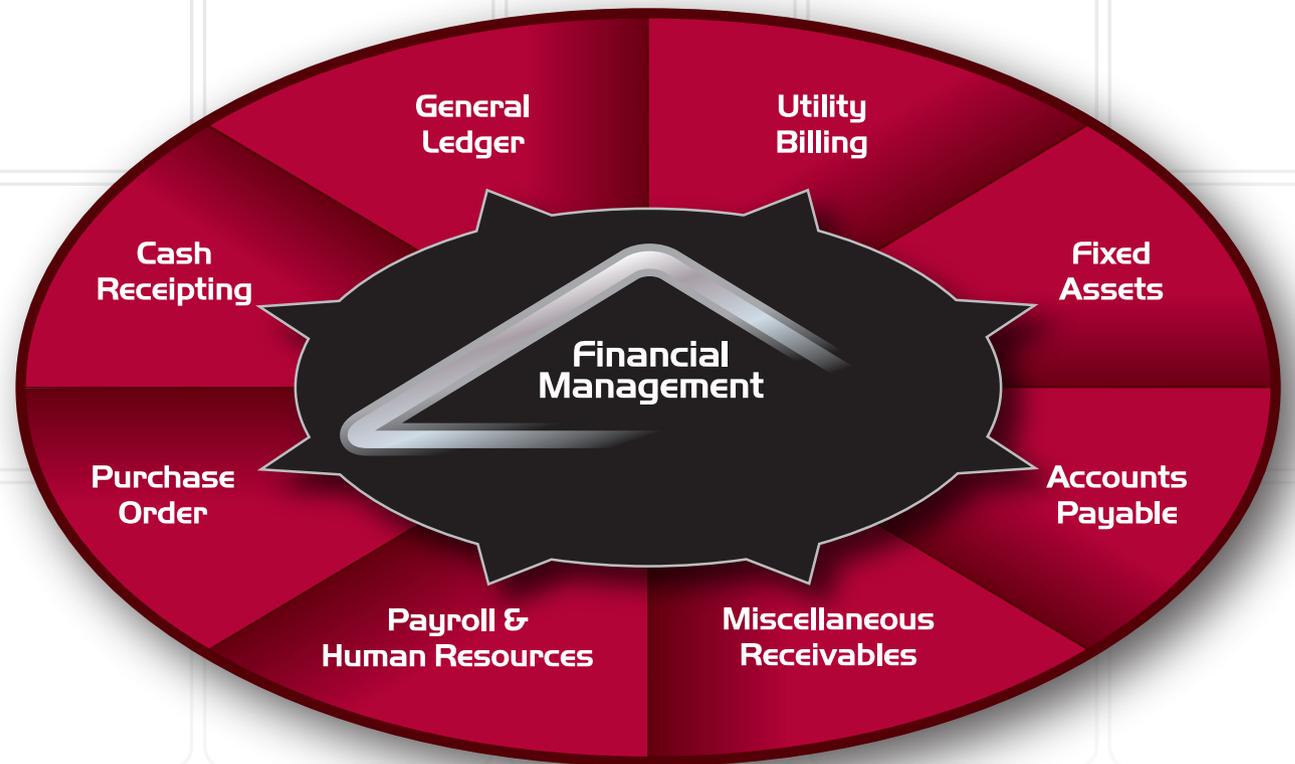
At BS&A, our goal is to bring meaningful and sustainable value to our customers. With over twenty years of experience in the financial management software industry, we have learned there are three key factors in delivering value...people, technology and integration.



People drive our company...whether it is our software developers, support technicians or customers. To provide customers with the solutions they need daily, our developers continually create new and innovative solutions. BS&A support technicians strive to do more than just help users, but to create fans through unmatched personal service.

Technology allows us to regularly offer updated features that drive efficiency, while remaining current with the industry's latest advancements.

Integration needs to go deeper than the applications. We believe true value is achieved by integrating people, technology and applications. By considering these as essential, we are able to provide industry-leading technology, customer service, and application integration...a combination that delivers outstanding value to our customers.



Complete Integration for a Comprehensive Solution

The need for easy access, instant information, and improved productivity are just a few of the issues municipalities face concerning financial management software. Our solution is to provide total integration between applications. This means processes are seamless with ready access to the data and functionality you need. Our Financial Management Suite integrates fully with all BS&A applications, including Purchasing, Utility Billing, Community Development, and Internet Services...providing a municipality-wide view of your finances, empowering you to make strategic decisions.

Our software delivers information flow and reporting in real-time to reflect the most recent transactions. This allows you to make decisions based on the latest data, view current cash balances, and easily drill down to transaction details for in-depth analysis. BS&A Financial Management allows you to zoom in on each section to focus only on the relevant data, unlike static drill-down features offered by other systems.

Our General Ledger Application alone offers more than 100 standardized reports, including GASB-compliant reports. In addition to these standard reports, our applications offer the flexibility to utilize a powerful report writer tool built right into the programs. This unique feature allows you to significantly reduce your reporting cycle time by creating reports within the system, rather than manipulating data with external spreadsheets, or being required to purchase, learn and utilize a complex external report writer tool.

Technology Designed with You in Mind

At BS&A, our software is designed with the primary objective of creating an easy and productive customer experience. We place the utmost importance on providing cutting edge solutions that do not compromise our users' ability to perform in a highly efficient manner.

Client-Server applications and browser-based applications each have their strengths and weaknesses. Rather than selecting one technology over the other, we have adopted a multi-faceted approach that takes advantage of the strengths each provide. We use the appropriate technology for a given challenge while providing a completely scalable architecture.

For example, Financial Management Software is extremely transaction-intensive. When processing hundreds of transactions at a time, a rich and responsive application is needed. This can only be accomplished with well-written Client-Server applications. On the other hand, there are numerous cases where Web applications offer a much better environment, including:

- The convenience of accessing and modifying HR information remotely
- The ability to approve and/or deny purchase requisitions and purchase orders from the web or smart phone
- The need for a public interface to allow citizens to view and pay utility bills, permit fees, open invoices, and more

Our strong commitment to staying at the forefront of our industry has led us to invest continuously in the following Microsoft® Technologies:

- Microsoft .NET 3.5 Development Platform for Client/Server applications
- Microsoft .NET 4.0 Development Platform with ASP.NET MVC for Web applications
- Microsoft SQL Server 2000/2005/2008 for all applications

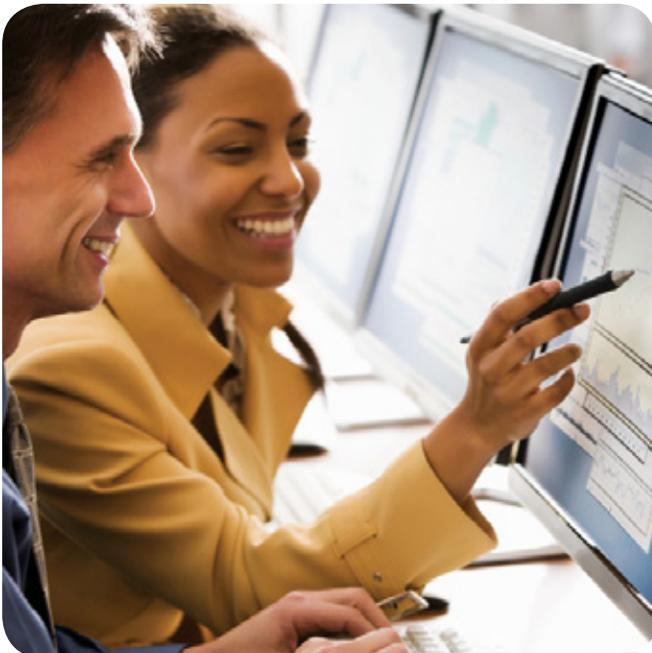


Built on a Foundation of Unparalleled Customer Support

Nearly every software company claims they provide quality technical support. To ensure we actually deliver it consistently, we have established corporate practices such as:

- A company culture that is entirely “externally driven.” Our staff is rewarded first and foremost based on how well they have created satisfied customers.
- Detailed, biannual customer satisfaction surveys, the results of which are met with eager anticipation around the halls of BS&A. We are proud of the fact that they show outstanding results with continual improvement.
- A risk reversal pledge on all of our applications that offers a full refund on our software for up to a year after installation. This pledge demands that our support technicians and software developers consistently go the extra mile. Though unparalleled support is forged into our company culture, our risk-reversal pledge cements it.
- A “closed loop” feedback system we establish between our customers, technical support staff, and software developers to allow for a lightning-fast problem resolution process.
- A reference list that includes all of our customers, including contact names and phone numbers, not just a few handpicked references. Prospects can throw darts at the wall and randomly call as many customers as they like to be assured that they are working with an organization that is extremely confident in our customer service capabilities.

Delivering the highest quality customer care is deeply embedded in our DNA. We consider it our highest priority at BS&A.



“Easy to navigate, easy to set up, no accounting degree required. I have been through at least five maybe six full conversions in my career. By far the BSA experience was seamless and smooth. I have scars to show you from the others.”

— Richard Lehmann, Finance Director
City of Huntington Woods, Michigan

System-Wide Features to Improve Productivity

We have developed several system features to increase efficiency and simplify tasks, such as:

User Groups allow you to set the same user rights for multiple users at once. This reduces the need to set up user-based security for several users with similar or identical rights in the system.

Users can be set up to login automatically to the program using windows active directory with user names and passwords.

All reports can be emailed or printed to Excel, PDF or other applications and file formats.

Individual User Report Profiles allow users to run memorized sets of reports.

The latest application updates are available with the click of a button.

Detailed audit tracking to log virtually all changes made.

City, State and Zip Code are automatically verified.

User-customizable screen colors are available in all applications.



“The implementation & conversion went very smoothly. This was the third implementation & conversion of the city’s financial records I have done in my career as Treasurer and this definitely was the easiest. I am just finishing our first budget since we converted to BS&A software. This software has made our budgeting process much simpler.”

— Cindy Shane, Treasurer
City of Fenton, Michigan

General Ledger

BS&A's General Ledger is the foundation of our Financial Management Suite, incorporating Budgeting, Long-term Financial Forecasting, and Project/Grant Accounting. As core functions of any financial system, we do not treat these as add-on applications, but as integral components of General Ledger.

The General Ledger application acts as the central data storehouse for financial entries from other seamlessly integrated applications, such as Accounts Payable, Cash Receipting, Utility Billing, Tax Administration, and Miscellaneous Receivables. Our wide range of interfaces allow for easy posting of transactions from other non-BS&A products.



Data is only useful if it is readily accessible. That's why we provide many standard reports, such as complete and integrated GASB 34 Reports. This eliminates the need for add-on applications, such as third party reporting software or GASB modules. Our Report Writer can be utilized to meet your various needs for unmatched reporting flexibility.

Key General Ledger Advantages

Integrated Budgeting, incorporating Long Term Budget Forecasting provides control over future budgetary needs with sophisticated forecasting and analysis tools

Cash Flow Analysis features enhance awareness of upcoming cash flow needs through powerful analysis tools and intuitive graphical displays

Clickable Report drilldown feature allows viewing data down to the source document detail

Complete, comprehensive Bank Reconciliation provides reconciliation of General Ledger account and bank account balances

	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12
July	-51,607	86,860	-118,033	140,606	-57,595	116,387	-131,175	26,154	-40
August	-79,995	-411,796	-300,629	-311,071	-188,914	-154,096	-86,275	-133,462	-76
September	121,578	-418,513	-316,124	158,267	180,435	278,054	95,375	-84,617	100
October	13,703	10,710	-117,405	-54,311	29,488	56,602	-7,447	44,688	100
November	-23,148	113,311	113,164	-77,843	37,540	82,354	36,054	101,523	14
December	46,346	47,422	24,589	70,596	16,430	-30,384	10,759	-7,940	-400
January	67,708	131,918	181,931	6,382	44,959	130,962	20,096	-62,484	-4
February	90,589	-22,470	-40,012	-13,032	-22,436	-154,195	-23,336	-31,367	14
March	-80,323	74,161	233,054	2,883	-29,454	75,303	20,024	30,104	14
April	88,320	76,427	119,955	23,862	-49,063	-131,491	5,016	-21,420	14
May	17,153	110,223	948,546	-19,582	186,385	-54,213	-102,421	12,474	14
June	80,371	162,326	327,612	11,794	283,076	113,434	136,794	41,101	14

"Conversion from our prior software to BSA was a very smooth process. From an IT standpoint, BSA took the lead, clearly communicating system requirements and network and station setup. This was important to us because we do not have onsite IT support. From a training standpoint, all of our staff found the software easy and intuitive. With one or two training sessions, we were up and running with our daily routine. We chose BS&A three years ago and are very happy with our choice. The software is easy to use and reliable. Customer support is excellent. Any questions we have or issues that arise are handled promptly. We value the fact that the software is constantly being improved and upgraded, often as the result of user comments and suggestions. We would definitely recommend the software to others looking for a reliable accounting package."

— Chris Weber, Treasurer
City of Farmington, Michigan

Accounts Payable

In addition to the standard invoice entry/check printing functionality, our Accounts Payable application interfaces with our billing applications for easy tracking and maintenance of refund requests. This integration offers one-click viewing of the status of check requests from the originating department, freeing the AP staff from fielding refund-related questions.

Tight integration with GL/Budgeting provides real-time budget verification to prevent overspending of budgeted or allocated resources. Invoices related to a PO are quickly entered, utilizing all relevant PO information.

Our unique Notification area offers at-a-glance information on outstanding invoices and check requests. In addition, our Imaging System allows batch scanning of invoices for subsequent on-screen processing and electronic archival.

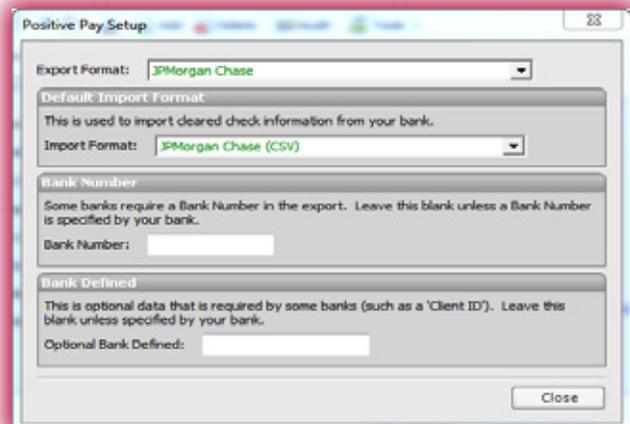
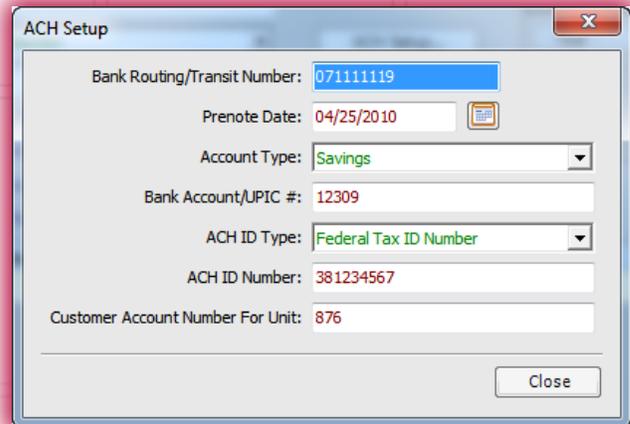
Key Accounts Payable Advantages

Integrated Imaging System allows batch scanning of invoices for subsequent on-screen processing and document archiving

PO Integration eliminates duplicate data entry with automatic transfer of vendor and purchasing information to Accounts Payable

Refund of overpayments in billing applications may be electronically transferred to AP for payment

Purchasing Card Support delivers significant reductions in paperwork and AP data entry time



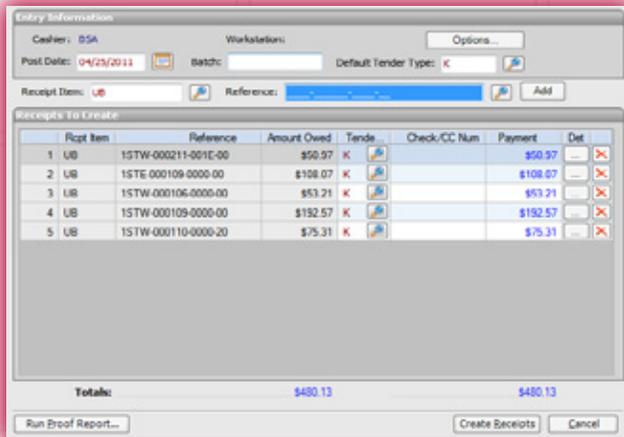
"The implementation of a new accounting software system will never go smoothly. No matter how carefully you plan things, something is bound to go wrong. So the question is "When something goes wrong, how good are the people you are working with in fixing it?" BS&A people are first rate. For example, during our file conversion we paid off everything in accounts payable on the old system just before we converted. However, we forgot to post the accounts payable to the general ledger in the old system. When we converted to the new system, everything seemed to balance out at first, but when we did our bank reconciliations a month later we found out we had a big problem. We could have entered each payable manually into the new system which would have taken a lot of time, but the BS&A people took copies of our files and were able to fix the accounts payable problem for us. Time after time when I have had a problem, the people at BS&A always have provided exceptional service."

— Peter Dobrzeniecki, Finance Director
City of Inkster, Michigan

Cash Receipting

BS&A Cash Receipting provides a centralized system for receipting and cash reporting. Counter and Department Transmittal modes deliver flexibility for a variety of receipting needs. End-of-day deposit processing seamlessly integrates with General Ledger for true account reconciliation.

In addition to integrating with our billing systems, Cash Receipting provides for the import of receivables from other systems via a flexible, user-definable interface. This allows for account and amount verifications and the subsequent export of receipts to those applications.



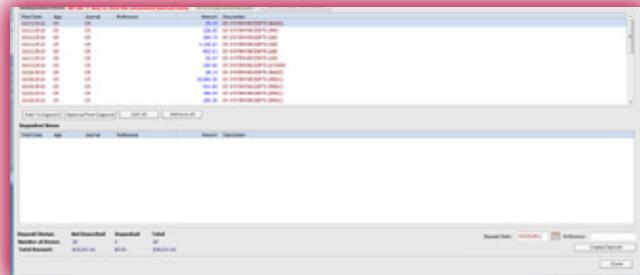
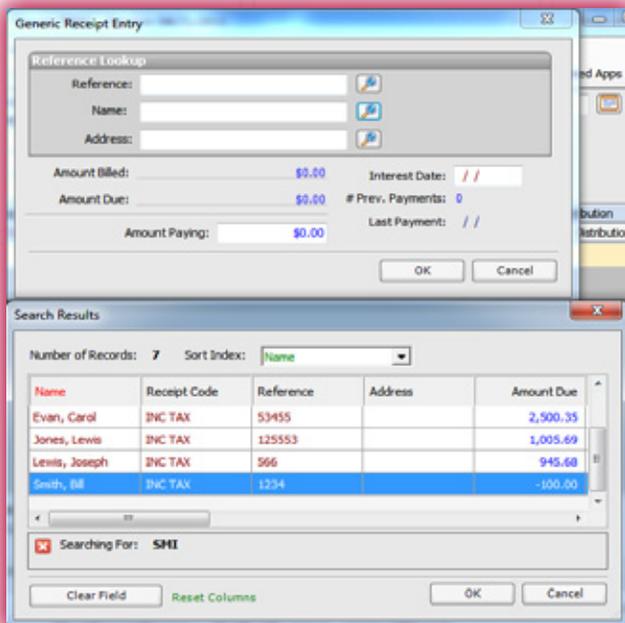
Key Cash Receipting Advantages

Flexible receipting options allow centralized or decentralized setup, depending on your needs

System-Wide Receivable Lookup allows one-click searching of all amounts due for a name or address

Support for Third-Party Billing Applications allowing customized imports, for accurate account verification and receipt processing

Department Receipting Templates enable quick entry and verification of deposits brought in from external locations



“Customer service, customer service, customer service....I have to admit, I WAS a little apprehensive about the whole converting our data thing. But everyone who was involved with the conversion and implementation was awesome!”

— Cheri Neu, Treasurer/Finance Director
City of Leslie, Michigan

Purchase Order

Our Purchase Order application is designed to maximize your control over purchasing decisions while maintaining maximum flexibility and ease of use. The graphical flowchart-based workflow setup simplifies the complex task of translating your approval rules to an electronic model, enhancing control over the purchasing, budgeting and bidding process.

Integrated Bid Processing functionality allows electronic maintenance of bids and quotes. Our optional web-based Vendor and Bidder Self-Service application offloads maintenance data entry tasks to your suppliers, while giving you final control over changes.

Key Purchase Order Advantages

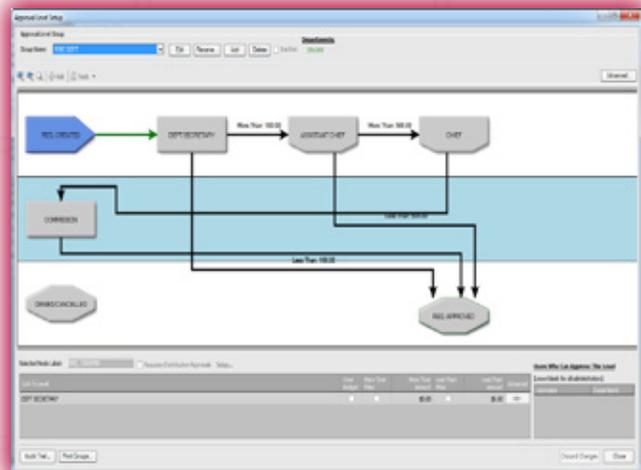
Requisition-Level Pre-Encumbrance option enhances budgetary control in the procurement process

Email, Web or Smart Phone Approvals enable quick, remote entry of approve-or-deny decisions

Email Notifications automatically update requesting party of requisition or PO approval/denial

Change Order Process handles PO changes easily and efficiently, with all accounting entries posted automatically

Qty	Units	Item Description	Unit Price	PL Number	CL	D
33,000	BONES	BINCHAEKS	726.000	296-136,000-726.000	CL	D
32,000	GELS	SOLURION	336.000	296-136,000-726.000	CL	D
79,000	QUARTS	SOLURION	306.000	296-136,000-726.000	CL	D
12,000	EA	NETZETS	15.000	296-136,000-726.000	CL	D
13,000	BONES	SURGICAL GLOVES	63.000	296-136,000-726.000	CL	D
1,000	EA	SHIPPING	28.500	296-136,000-741.000	CL	D



"In today's cookie cutter, take it or leave it big business world this level of customer commitment and responsiveness is absolutely unheard of and is most appreciated. To simply state that we were pleased with the service and software provided by BS&A is an understatement of our satisfaction. It is our opinion that BS&A has set the standard of excellence that every American company should strive to in meeting and exceeding the needs and desires of their customers. The software is more responsive, stable, user intuitive and provides more flexibility and depth in every way. When you choose to use BS&A's software you are not simply gaining access to outstanding software, service and support, you are adding a trusted and responsive professional to your team to serve the needs of your community."

**— Steven J. Kingsbury, Treasurer, Finance Director and Director of Information Technology
City of Clare, Michigan**

Human Resources

By utilizing both desktop and web-based components, our Human Resources application streamlines job posting, employee application, hiring, and employee tracking. The Position Budgeting feature seamlessly integrates with the Budgeting component of our General Ledger application.

The screenshot displays the Human Resources application interface. On the left is a navigation tree with categories like Task Management, Applicant, Employment/Education, Skills/References, Qualifications/Testing, Application Events, Employee Information, Dependents, Employment, Benefit Plans, Professional Development, HR Information, Year to Date Info, Check History, Payroll Information, Pay Codes, GI Distributions, and Leave Banks. The main area shows Applicant Information for Lewis, Thomas C. (Applicant ID: 0011, Date Applied: 03/21/2009, Position Applied For: FINANCE DIRECTOR). Below this is an Employment History table with one entry: From 1/1/2001, To 1/31/2001, Company Name CITY OF SOMENHERE, Job Title FINANCE DIRECTOR, Pay Rate \$2.50. An Education History table shows one entry: From 1/1/1995, To 1/1/2001, Institution Name COLLEGE PLACE, Institution Type College, Degree BS.

From	To	Company Name	Job Title	Pay Rate
1/1/2001	1/31/2001	CITY OF SOMENHERE	FINANCE DIRECTOR	\$2.50

From	To	Institution Name	Institution Type	Degree
1/1/1995	1/1/2001	COLLEGE PLACE	College	BS

Key Human Resources Advantages

Applicants are seamlessly transitioned to Employee status upon approval, eliminating data entry time

Position Budgeting allows unlimited 'what-if' scenarios for future budget planning

Employment Position maintenance saves time by storing user-defined position requirements

Online Open-Enrollment increases employee access and reduces staff workload

The screenshot shows the Fixed Assets application interface. The main window is titled 'Disposal Information' and 'Asset Not Disposed'. A 'Dispose Asset' dialog box is open, showing details for asset number CONS11-00001, description ASSESSORS VEHICLE, acquired date 11/17/2010, and book value of \$1,995.00. The disposal date is 04/25/2011, and the disposal method is 'Sold'. The dialog also shows options for partial disposal and disposal by percentage, amount, or quantity.

From	To	Institution Name	Institution Type	Degree
1/1/1995	1/1/2001	COLLEGE PLACE	College	BS

Fixed Assets

GASB 34 made the accurate tracking and reporting of Fixed Assets critical. By integrating with the other components of our Financial Management Suite, the Fixed Assets application greatly simplifies tracking these items without sacrificing accuracy.

Key Fixed Assets Advantages

Supports partial asset transfers, splits, repairs, and disposition, including partial disposal

Integrates with General Ledger and Purchase Order applications, eliminating duplicate data entry and increasing accuracy

Complete Asset History allows determination of the book value of an asset as of any specific date

Generates reports needed for GASB 34 note disclosure

Timesheets

Our Timesheets application is designed to decentralize the data entry of hours worked, while maintaining final oversight and approval. Customizable views allow you to tailor screens to your jurisdiction's needs.

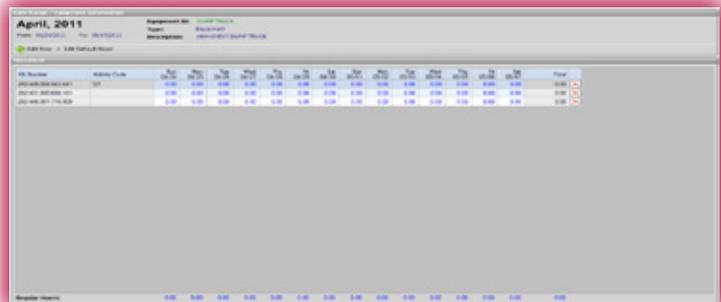
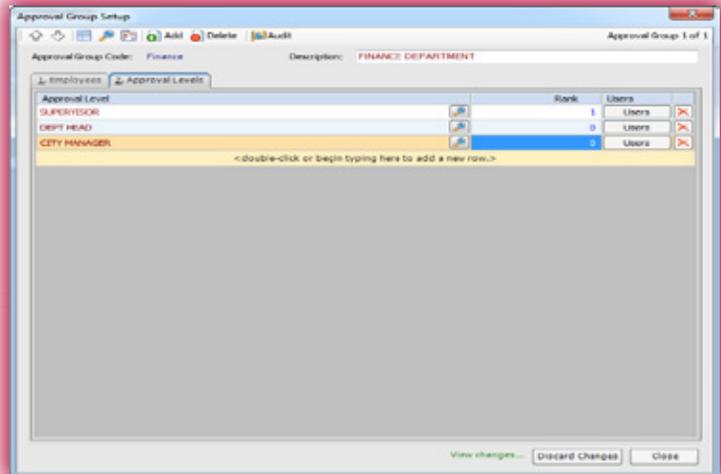
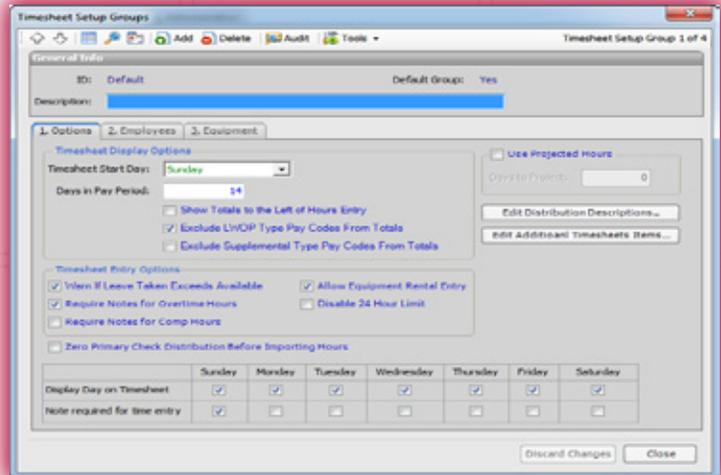
Key Timesheets Advantages

Exception-based time entry simplifies data entry

Flexible Approval Level setup handles complex time approval scenarios

Project & Equipment Tracking allows allocating of costs to various funds and departments based on usage

Timesheet Setup Groups allow the primary data entry screen to be configured in the way most appropriate for each department



"I can't give enough positive comments about BS&A's Fund Accounting Software to adequately express how satisfied I am with this software product. I thought that my previous software was good until we made the switch to BS&A. The software is so easy to learn and use and the reports are great. I would have to say that the high point for me with this software is the ability I to drill down when I need more than basic information. Amending budgets is easy and the ability to track budget amendments is terrific. BS&A Fund Accounting Software has enabled me to save a great deal of time and has given me the ability to provide my City Manager and City Council with more up-to-date reports than ever before. I absolutely love all of the BS&A programs!"

— Blinda Baker, Clerk/Treasurer
City of East Tawas, Michigan

Miscellaneous Receivables

Billing software needs to be flexible to handle receivables outside of the normal Tax and Utility billings. Our Miscellaneous Receivables application was designed from the ground up to deliver this flexibility.

Key Miscellaneous Receivables Advantages

ACH payment option allows customers to enroll in automatic payment for paperless billing

Aging Reports may be run as of a specific date, allowing quick and easy reconciliation to the GL balance

Recurring Invoices eliminate the need to manually enter repetitive billings

Overpayments may be easily and accurately refunded via electronic check request sent to Accounts Payable

Recurring Invoice #	Post Service Code	Recurring Invoice Amount	Start Date	End Date	Last Date Billed	Frequency	Assign Customer
000000001	WRBT	300.00			03/04/2011	Monthly	S&I Assigned Customers...
000000002	WRAP	52.60			01/14/2011	Monthly	S&I Assigned Customers...
000000003	WRAP	104.10			03/03/2011	Monthly	S&I Assigned Customers...

“Detailed evaluation of proposed products and research among existing customers convinced the City that this vendor and product offered the best opportunity to meet operating requirements. Comparison of proposed system costs (including required hardware) showed BS&A to be the lowest total cost of acquisition and operations, offering a 1.92 year payback – by far the best of any bidder. Among many strengths, your primary ones are qualified, trained people that understand our business and what we need; software that does what you say it will; and your willingness to be open to change and to actively solicit customer ideas. It doesn’t get any better than that!”

— Thomas Chase, CPA, Finance Director
City of Kentwood, Michigan

Payroll

Power, flexibility and accuracy are the hallmarks of our Payroll application. Designed to automate the most complex compensation and deduction scenarios, it supports all necessary reports for quarterly reporting, including W2 processing and electronic submission. Simple direct deposit processing and emailing of check stubs in a password protected PDF format supports paperless offices.

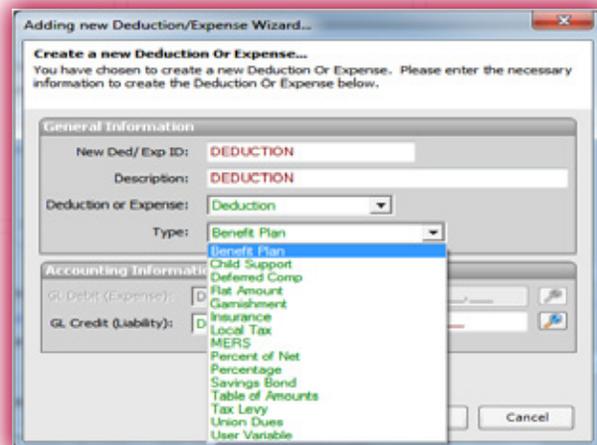
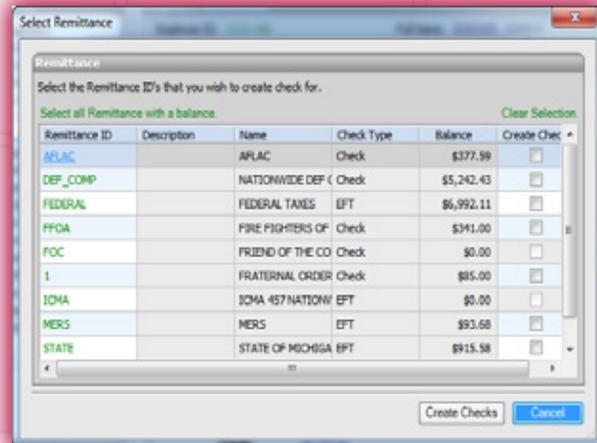
Key Payroll Advantages

W4 & Deduction totals may be projected for “what-if” withholding and deduction changes

Customizable YTD screens allow drilldown into individual payroll transactions

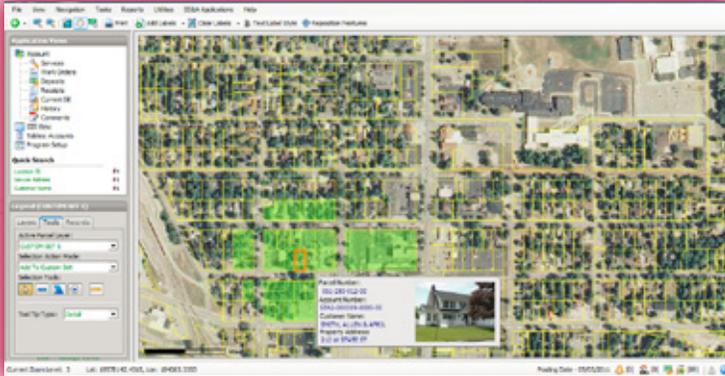
Supports Self-Administered Retirement Plans, including contributions, interest and withdrawals

Equipment Rental costs are allocated to correct funds/departments based on usage



Utility Billing

Feature-rich, yet user-friendly, our Utility Billing application provides complete billing and tracking for a variety of utility account types. Extensive use of Wizards and Process managers simplify complex tasks into efficient step-by-step operations, such as Final Bill, Meter Change and Past Due/Shut Off. Additionally, fully integrated work order process allows you to track the details of all work done on a customer's account.



Key Utility Billing Advantages

Resident Linking eliminates repetitive data entry by utilizing a single name source

Email Billing reduces paper and mailing costs, while helping the environment

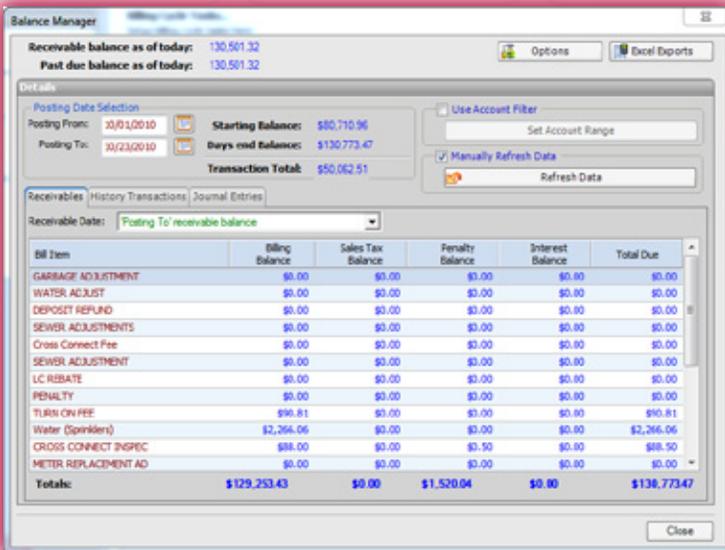
Reconciliation Manager automatically computes balances "as of" a user-defined date

Graphical viewing of Read and Consumption history

Adjustment accounting entries automatically posted to General Ledger, saving additional steps

Letter Writer may be used to send customized letters to selected accounts, increasing customer communication and reducing clerical tasks

GIS integration allows for a direct link between your data and GIS maps, giving you a very powerful tool to view data, plot various datasets, and quickly view neighboring accounts. Additionally, GIS Integration allows graphical lookup of account locations through Google Maps.



"Everything about my job was made easier with UB. I find the whole process of calculating and printing the bills to be much easier than our previous program, adjustments are easier, account histories are easier to provide."

— **Bridget Glasgow, Deputy Clerk**
City of Bad Axe, Michigan

Employee Web Portal

This secure site offers improved productivity by streamlining many tasks to online functions. Employees are able to view and print payroll information, including check history, direct deposit setup, leave balances and W2 copies. In addition, employees can electronically request changes to their information and access online processes, such as benefit plan enrollment.

Internet Services

BS&A Internet Services allows Utility Billing and Miscellaneous Receivables data to be displayed on the web and supports on-line payment of these bills.

Work Order Summary EDIT X

Worker: GREG (GREG HEIL)

Pending work item summary.

Scheduled	Order # / Type	Options
None	RRM10-0326 Re-Read Meter	Options ▼
None	FR07-0271 Final Read	
None	RRM05-0055 Re-Read Meter	
08/15/2005 12:00 AM	RRM05-0044 Re-Read Meter	Options ▼
10/14/2005 12:00 AM	RRM05-0062 Re-Read Meter	Options ▼
01/13/2006 12:00 AM	RRM06-0083 Re-Read Meter	Options ▼
04/10/2006 12:00 AM	RRM06-0098 Re-Read Meter	Options ▼

Options for RRM10-0326

- View Details
- Complete Work Order

Delta Charter Township

Internet Services

Search: Address

Home | Settings | Home | Log Off | Admin

Current Date: Delta Charter Township - Change Date

Search: []

Home | Add New Dashboard

Dashboard Widgets:

- Township Clerk Expenses: Pie chart showing 2005 General Fund, 2005 Township Clerk, and 2005 Revenues (2475/2013).
- Budget vs Balance: Bar chart showing 2005 General Fund, 2005 Township Clerk, and 2005 Revenues (2475/2013).
- Monthly Variance: Line chart showing 2005 Revenues Monthly Variance (Cumulative).
- Weather Forecast: Delta, MI. Current: 42°F. Forecast: 42°F, 44°F, 46°F, 48°F, 50°F.
- Purchase Order Summary: Table with columns: Buy #, Approval Level, Amount.
- Work Order Summary: Table with columns: Order # / Type, Re-Read Meter, Final Read, Re-Read Meter.

"The training primarily involved the implementation specialists going over the different processes and functions of the software, showing us how they worked, and then helping us to fit the program's operation to our practices. The training staff were great. Very customer oriented. The level of customer service is very good."

— Edward Sell, Finance Director
City of Monroe, Michigan

Better Software Answers

To provide better answers you have to listen. The combination of customer input and our expertise has led to the development of software solutions based on how you do your job, not how we think you should. Industry leading applications providing real world solutions at an exceptionally affordable cost...that's BS&A Software.



Financial Management Suite

Accounts Payable | Cash Receipting | Fixed Assets
General Ledger | Human Resources | Miscellaneous Receivables
Purchase Order | Payroll | Timesheets | Utility Billing

