

TOWN OF MEDFIELD: FY2027 CAPITAL REQUEST DETAILS

Department/Division:	Assessors
Capital Project/Purchase Title:	Upgrade Assessing Software
Requested Funding Amount:	\$27,300
Expected Life Cycle:	
Priority:	High

Request Reasoning	<input checked="" type="checkbox"/> New <input type="checkbox"/> Resubmission (prior request not funded) <input type="checkbox"/> Recurring <input checked="" type="checkbox"/> Replacement of existing equipment <i>(check all those that apply)</i>
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Request Purpose	<input type="checkbox"/> Rehabilitates obsolete assets <input type="checkbox"/> Address assets at end of life cycle (new Equipment) <input type="checkbox"/> Reduces future investment/maintenance needs <input type="checkbox"/> Public health/safety needs <input checked="" type="checkbox"/> Increase Efficiency <input type="checkbox"/> Alleviate/prevent service disruptions <input type="checkbox"/> Leverages state/federal grant funds (matching funds, etc.) <input type="checkbox"/> Compliance with law/mandate <i>(check all those that apply)</i>
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Request Funding Source	<input type="checkbox"/> Debt <input type="checkbox"/> Grant <input type="checkbox"/> Enterprise Fund <input checked="" type="checkbox"/> Capital Stabilization Fund <input type="checkbox"/> Revolving Fund <input type="checkbox"/> Free Cash <input type="checkbox"/> Tax Levy <input type="checkbox"/> Other _____ <i>(check all those that apply)</i>
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Description:
 The current Assessing (CAMA) software, AssessPro Classic will no longer be supported after FY 2027. We would like to upgrade to the newest cloud base software from Patriot (AP5). The data and programs will be moved from inhouse servers to cloud based servers managed by Catalis (Patriot). The costs include training and historical database transfer along with the new software and hosting. The attached budget is an estimate as it is only good through 2025. The final budget numbers won't be available until December 2025. I am using year #2 as an estimate which was recommended by Catalis. \$1800 is a one time charge for CAI (GIS vendor) to switch over their files and program to work with AP5.

Benefits of Project and Impact if Not Completed:
 Current programs will no longer be supported in the near future. New system allows remote access and more protection for our servers.

Alternatives Considered (if any):
 None - It is much more cost effective to stay with our current provider. The training is also easier as the staff is already familiar with the product.

Operating Budget Impact:
 The Operating budget would increase annually by the upgraded amount included in the quote. Its is approximately an \$8650 (+6% each year) increase to the current software costs, annually. CAI is a one time charge.

Project Phase/Category <i>(if applicable)</i>	Amount
Study/Design	
Land Acquisition	
Construction	
Equipment Cost	
Permitting	
Contingency	
Other	\$27,300
TOTAL	\$27,300

Please attach purchase/project estimate to this form including pictures if applicable

If the request is for a new on-road vehicle, the request must comply with the Zero Emission First Vehicle Policy



CATALIS SUBSCRIPTION SERVICES QUOTE

CUSTOMER INFORMATION

Customer: The Town of Medfield, MA
Contact Name: Yvonne Remillard – Principal Assessor
Email Address: yremillard@medfield.net
Phone: (508) 906-3016

Catalis Representative: George Hoermann – Regional Sales Manager

ESTIMATED PRICING

Pricing below is valid through July 31, 2025. Pricing is subject to change after this date.

1. Software Subscription Fees

	Year 1	Year 2	Year 3	Year 4	Year 5
Catalis CAMA – Annual License Renewal of existing Classic CAMA system.	\$9,350.00	N/A	N/A	N/A	N/A
Catalis CAMA AP5 - SAAS Full AP5 CAMA System, web-enabled, real estate database and AP5 application hosted in AWS for up to 5 users, in addition to existing renewal of annual software of \$9,350.00.	\$7,625.00	\$17,993.50	\$19,073.11	\$20,217.50	\$21,430.55
Total Subscription Fees	\$16,975.00	\$17,993.50	\$19,073.11	\$20,217.50	\$21,430.55

2. One-Time Professional Services Fees

Catalis CAMA Enterprise – Classic to AP5 Conversion Conversion to upgraded AP5 Cloud-Based platform, Project Management & Training	\$7,500.00
Total One-time Fees	\$7,500.00

Please contact your Catalis Representative for more information or an Order Form to move forward with purchasing.

**PROFESSIONAL GIS SERVICES AGREEMENT
FOR THE
CITY OF MEDFIELD, MASSACHUSETTS**

July 31, 2025

This Agreement made this 31st day of July, 2025 between Cartographic Associates, Inc., doing business as CAI Technologies, a New Hampshire corporation with its office located at 11 Pleasant Street, Littleton, NH 03561, hereinafter called CAI, and the City of Medfield, a municipal corporation located at 459 Main Street, Medfield, MA 02052, hereinafter called the CLIENT, to provide professional GIS services according to the specifications, terms, and conditions below written.

Witnesseth, the above parties agree as follows:

SCOPE OF SERVICES

Redevelop AxisGIS Data Processor for Patriot Assess Pro 5 Database System

- A. CAI shall design and create a Data Processing Utility for the CLIENT to use for periodic upload using an export file(s) from the Patriot Assess Pro 5 CAMA system to an online database accessed by the AxisGIS website.
- B. CAI shall provide remote installation for the redeveloped Patriot Assess Pro 5 AxisGIS Data Processor.

CLIENT RESPONSIBILITIES

- A. The CLIENT shall designate a project liaison who will be CAI's main contact during the course of the project, and who will be responsible for all CLIENT related obligations in this project.
- B. The CLIENT shall provide CAI with an ASCII text or DBF formatted export file from the CLIENT's Patriot Assess Pro 5 CAMA system containing the attribute information for inclusion into the AxisGIS site.
- C. The CLIENT shall develop and provide CAI with the building photos and use a file naming convention established using the system ID.
- D. The CLIENT shall provide and authorize CAI to acquire all necessary information for the successful completion of the project. In order to ensure the project timetable, authorization shall be provided within fifteen (15) days of CAI's request.

TIME OF COMMENCEMENT AND COMPLETION

- A. CAI shall commence on the project upon receipt of a fully executed contract.
- B. All work shall be complete within thirty (30) days of receipt of a fully executed contract and Patriot Assess Pro 5 CAMA data.

COST

Redevelop AxisGIS Data Processor (one-time cost)	\$1,800.00
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DELIVERABLES

CAI shall provide remote installation of the redeveloped AxisGIS data processor.

PAYMENT

Payment shall be made to CAI within 30 days of invoicing. Said invoicing shall be done upon completion and delivery of the project as described herein.

CAI agrees that this contract shall not be assigned, transferred, conveyed, or otherwise disposed of without the previous express written consent of the CLIENT and neither shall said CAI's right, title, interest, or power to execute such contract be assigned, transferred, conveyed, or otherwise disposed of without written consent of the CLIENT.

The Parties executing this contract agree that the above recitals constitute the entire agreement between the parties for the requested consulting services.

This contract shall be construed under the laws of the Commonwealth of Massachusetts.

The parties hereto have executed this agreement as of the date first above written, by their duly authorized officers.

CITY OF MEDFIELD, MASSACHUSETTS



Timothy Fountain, GISP
Vice President