



# City of Blaine Anoka County, Minnesota

Blaine City Hall  
10801 Town Sq Dr NE  
Blaine MN 55449

## Legislation Text

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### **CONSENT AGENDA** - *Ben Hayle, Communications Manager*

#### **AUTHORIZE THE MASTER SERVICES AGREEMENT BETWEEN ENVISIO SOLUTIONS INC. AND THE CITY OF BLAINE**

In October 2020 the Blaine City Council adopted a strategic plan. This strategic plan includes six strategic priorities, a new mission statement, and a set of community values. Staff is now in the implementation phase of this three year strategic plan.

As a part of the implementation a staff team was created to guide this process. The Strategic Plan Oversight Team (SPOT) was formed in January 2021. One of the first tasks for the SPOT was to determine what resources would be important for a successful implementation of the plan.

A successful implementation will also rely on ongoing progress tracking and reporting both internally and externally. Both internal and external products were reviewed for this work. The SPOT met with different vendors and evaluated several systems for strategic plan implementation, tracking, and reporting. Through this process one product stood out from the rest. The Envisio software system is designed specifically for strategic plan implementation, tracking, and reporting. The Envisio system is used by government entities around the world including several other cities in Minnesota. Staff was able to connect with other Minnesota cities that are using the Envisio product to discuss their experience. Those conversations confirmed that Envisio was the product that Blaine should partner with for the strategic plan implementation.

#### **Budget Impact:**

This is a three year contract for \$65,000. The annual fee for the Envisio system is \$20,000. A one-time implementation fee of \$5,000 is charged in the first year. Staff was able to negotiate a reduction in the implementation fee from the original quote of \$7,500. This contract has been reviewed by the Finance Department and there are sufficient funds available for this contract.

#### **Legal Review:**

The Master Services Agreement between the City and Envisio was reviewed by the City Attorney and no notable concerns were discovered.

Staff is recommending approval of the Master Services Agreement with Envisio Solutions Inc. in the amount of \$65,000 paid over three years.