

City of Biddeford
Finance Committee
December 06, 2016 5:30 PM Council Chambers

- 1. Call to order**
- 2. Approval of the Minutes**
 - 2.1. Approval of November 15, 2016 Minutes
[Finance Committee Meeting Minutes 11-15-16.docx](#)
- 3. Signing of the expenditure warrant**
- 4. Discussion/Approval**
 - 4.1. Purchase of a 4 wheel drive backhoe/Loader
[bid tab backhoe-loader.doc](#)
 - 4.2. Review and Approval of Exchange Server Upgrade
[Finance Committee Briefing Memo - Exchange Server Upgrade](#)
[Bid - Systems Engineering](#)
[Bid - Winxnet](#)
[Bid - BEK Inc](#)
[Bid - Base Technology](#)
 - 4.3. October 2016 Financial Report
[October 2016 Financial Report.pdf](#)
- 5. Other Business**
- 6. Adjournment**

City of Biddeford
Finance Committee Meeting Minutes
November 15, 2016

The meeting was called to order at 6:02 pm by Council President John McCurry.

Present: Chair, Council President John McCurry, Mayor Alan Casavant, Councilor Marc Lessard, Councilor Steven St. Cyr, City Manager Jim Bennett and Finance Director Mike Wilson.

Motion by Councilor Lessard to approve the minutes of 11/1/16, seconded by Councilor St. Cyr, unanimous.

Motion carried, 4-0.

The expenditure warrant was available for review and signature.

Security Gate for Waste Water Plant

Jeff Demers, Assistant Director Public Works, Waste Water Division, gave an overview and noted the funding was in the FY16 budget. Councilor Lessard asked how much was in the budget. Jeff explained there was \$20,000 and the bid is under that amount. Councilor St. Cyr asked if there was anything wrong with the current gate to which Jeff Demers explained no it was a security issue.

Motion by Councilor Lessard to accept the bid of \$15,995, seconded by Councilor St. Cyr, unanimous.

Motion carried, 4-0.

Request for Approval of Funds for Microsoft Office 2016 Licenses

Brian Phinney, COO and Technology Director, gave an overview noting there were nine bids and that he was recommending Gov Connection for \$34,849.80. Councilor St. Cyr asked whether 2016 was the latest version and Brian said it was.

Motion by Councilor Lessard to accept the bid of Gov Connection for \$34,849.80, seconded by Councilor St. Cyr, unanimous.

Motion carried, 4-0.

Sale of Remaining Vacant Parcels

The City Manager explained the options to the Committee. Councilor McCurry felt the parcels should be put out for a certain price. Councilor Lessard felt we should go out to bid with a minimum 75% of quit-claim value.

Motion by Councilor Lessard to put out to bid with 75% of quit claim value, seconded by Councilor St. Cyr, unanimous.

Motion carried, 4-0.

Other Business

The City Manager explained the status of non-single family properties.

Motion to adjourn was made by Councilor Lessard, seconded by Councilor St. Cyr, unanimous.
Motion carried 4-0.
Adjourned at 5:17pm.

Bid Opening for a Four Wheel Drive Backhoe-Loader

Present:	Carl Marcotte	Public Works	Jim Swain	Beauregard
	Kara Cote	Public Works	Adam Brock	Nortrax
			Scott Smith	Nitco

Bids were opened at the Public Works Department at 11:00AM on November 23, 2016. Staff is recommending the low bid that meets specification from Nortrax Equipment with trade for a total of \$92,500.00. This backhoe/loader was approved in the FY/17 Wastewater budget 35105-60603 as a lease.

Southworth Milton

4 Wheel Drive Backhoe-Loader	\$136,870.00
<i>2017 Caterpillar 430F2</i>	
Trade In	\$40,000
Total Cost	\$96,870.00

Nitco

4 Wheel Drive Backhoe-Loader	\$106,000.00	(Does not meet Specification)
<i>2016 JCB 3CX-15 Super</i>		
Trade In	\$28,000.00	
Total Cost	\$78,000.00	

Beauregard

4 Wheel Drive Backhoe-Loader	\$125,900.00
<i>2017 Case 590 SN</i>	
Trade In	\$30,000.00
Total Cost	\$95,900.00

Nortrax

4 Wheel Drive Backhoe-Loader	\$120,500.00
<i>2017 John Deere 410L</i>	
Trade In	\$28,000.00
Total Cost	\$92,500.00



City of Biddeford

Chief Operating Officer/Technology Dept/IPP
P.O. Box 586 • 205 Main Street
Biddeford, ME 04005
Phone: (207) 571-0032 • Fax: (207) 571-0656

Briefing Memo

TO: Chairman John McCurry and Members of the Finance Committee

CC: James Bennett, City Manager
Mike Wilson, Finance Director
Jerry Gerlach, IT

FROM: Brian S. Phinney, COO/Technology/IPP

DATE: November 30, 2016

RE: Request for Approval of Funds for Exchange Server Upgrade

The Technology Department's IT Division released an Invitation to Bid (ITB), soliciting pricing for an exchange server upgrade. The City posted the ITB on the City of Biddeford website and published the ITB notice in the Journal Tribune.

The ITB requested pricing on a two-phased project to build, transfer, and upgrade current systems to Exchange 2016 with licensing. The City of Biddeford currently manages two 2007 Exchange email servers. In addition to the needed upgrade, this project supports the IT Division's continuing consolidation plans. This upgrade will combine the two email servers and operate both the BPD.net (Police, Fire, and Codes) and Biddefordmaine.org email domains off this one server. This is one of the last IT related items to be consolidated.

Once the project is complete, the City will have one Exchange 2016 server running in the virtual environment hosting all of the City's email. This upgrade and consolidation will bring added features and benefits, to include but not be limited to, cross-domain calendar sharing, disk space savings, faster backups, and ease of administration and staff cross training. This also creates an opportunity, if desired, to change the current Police, Fire, and Codes email from bpd.net to biddefordmaine.org creating consistency when emailing city staff.

The IT Division received four (4) responses to the ITB. Evaluation of the responses resulted in two being removed from consideration for failing to meet specification. In one instance, the bidder failed to provide pricing for Phase II work. In the second instance, the bidder failed to include an intermediate step as listed in the ITB. The City received no response to a clarification request sent to one of the bidders. Of the two (2) remaining qualified bids, the pricing ranged from \$41,675.64 to \$42,453. A bid summary is provided below.

Bidder	Project Bid
Systems Engineering	\$ 42,453.00
Winxnet	\$ 41,675.64
BEK Inc*	\$ 32,785.00
Base Technology*	\$ 63,007.00

*Rejected-did not meet specification

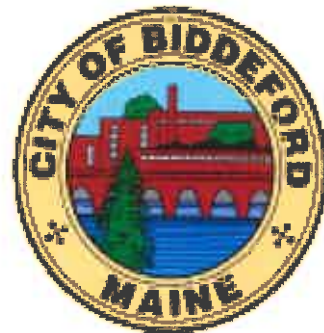
Based on evaluation of the bids received, the Technology Department recommends award to Systems Engineering in the amount of \$42,453.00. While Systems Engineering was not the low bidder, a difference of less than \$778.00, Systems Engineering has been the City's systems integrator for 12 years. They have proven their skills and knowledge on many projects. Systems Engineering has also worked with the City allowing both Jerry Gerlach and Bill Gooch to perform certain project tasks to reduce costs. Furthermore, Systems Engineering is intimately familiar with the City's infrastructure. A copy of each bid is attached for review.

The upgrade request is in accordance with the approved CIP project list for FY2017 under Order 2016.67, which authorized expenditure of up to \$80,000 for IT Software Updates. If approved, this project combined with the earlier CIP approval for the Microsoft Office 2016 Upgrade will result in a total expenditure of \$77,302 leaving a balance of \$2,698 in the CIP Software Upgrade account.

Please note that this item has been placed on the December 6th City Council agenda for approval, conditioned on approval by the Finance Committee.

Exchange 2007 to 2016 Migration - RFP

Prepared for:



Prepared by

Paul Ryder

November 7, 2016

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November 7, 2016

Jerry Gerlach
City of Biddeford I.T. Director
City of Biddeford
205 Main Street
Biddeford, Maine 04005

RE: Exchange Upgrade RFP

Dear Jerry,

Thank you for providing Systems Engineering (SE) with the opportunity to respond to your RFP request to upgrade and combine your Exchange 2007 environments at the City of Biddeford, and the Biddeford Police Department. The goal of this migration, is to simplify support by combining both domains on one email server, and to have Global Access lists available to both domains.

Due to the fact that there is no upgrade path directly from Exchange 2007 to Exchange 2016, Systems Engineering proposes to perform this work with a two phase approach. Phase one will involve migrating the City of Biddeford's Exchange Server (CITYEXCH2007) to a 2012 Server prebuilt by the city for this migration. Systems Engineering will install Exchange 2013 on this server, and migrate The City of Biddeford's mailboxes and public folders. Systems will then verify connectivity and functionality with Exchange 2013, and will create a migration plan for the Biddeford Police Department (BPDMAIL), to the new environment.

Phase two will involve migrating two users from the Biddeford Police Department, to test for mail flow, Outlook Web Access (OWA), and functionality. When that is fully vetted, SE will migrate all Biddeford Police Department mailboxes, and retire the BPDMAIL Exchange Server. The new Exchange server will then be upgraded to Exchange 2016. All City and BPD mailboxes and public folders will be migrated to the new 2016 Exchange Server, and tested for connectivity, functionality, and mail flow. When SE and both the City of Biddeford and Police Department have confirmed functionality on the new server, the Exchange 2013 server will be removed from service, and retired.

In the event the migration does not go as expected, and the 2016 Exchange Server will not accommodate the inclusion of the Police Department to the same server as the City of Biddeford, SE will provide a contingency plan. This plan will include purchasing a second Exchange License, and migrating the Police Department to a separate Virtual Server provided by the City. SE will configure and install Exchange 2013, and migrate the mailboxes and public folders to this server. Once this has been fully tested, and is functioning as expected, SE will migrate this server to Exchange 2016, verifying email flow, and connectivity, and retiring BPDMAIL.

Thank you very much for the opportunity to assist you with your Microsoft Exchange 2016 upgrade, we look forward to partnering with the City of Biddeford, and the Biddeford Police Department, on this Exchange project.

Sincerely,



Paul Ryder
Account Manager
Systems Engineering, Inc.
207-553-1647
pryder@syseng.com

How Systems Engineering Can Help

Systems Engineering (SE) is Northern New England's leading IT consulting and managed services provider serving over 500 legal, healthcare, financial services, and government clients throughout the region. Established in 1988, SE is a 100% employee owned company committed to delivering engineering excellence and superior customer service. Our team of over 100 network engineers, security professionals, data management experts, field service technicians and account managers are available 24x7, 365 days per year to meet the needs of our clients. SE's annual SOC 2 audit assures clients that appropriate policies and controls are in place and verified by a third party. From network design, installation and training to a full complement of managed security, data management, business consultation and help desk support services, Systems Engineering helps clients Get Ahead of IT.



Comprehensive IT Services

Systems Engineering's comprehensive IT Services include:

- [IT Consulting Services](#)
- [Managed IT](#)
- [Cloud Services](#)
- [Security Services](#)
- [Software Services](#)
- [Industry Specific Experience](#)

Best-of-Breed Partners

Systems Engineering is a preferred partner with industry leaders to deliver proven technology platforms. Our partners include:



Statement of Work

Migrate to Exchange 2013 at City Hall

- Install and Configure Exchange 2013
- Install SSL certificates
- Verify internal and external connectivity to Exchange
- Migrate mailboxes
- Migrate Public Folders
- Verify internal and external connectivity to Exchange
- Retire and remove CITYEXCH2007

Configure Remote Exchange Connectivity

- Configure connectivity from current BPDMAIL server to new Exchange Server
- Setup migration plan and migrate a test account from BPDMAIL to the new environment
- Migrate 2 users and verify functionality (OWA, ActiveSync, Internal/External/Cross-forest email flow)
- Test OWA, ActiveSync, Internal/External/Cross-forest email flow
- Test Free/Busy and GAL access
- Update SCP (Service Connection Point) info manually in the BPD Domain for Auto discover and client access
- Migrate BPD mailboxes
- Retire and remove BPDMAIL

Migrate to Exchange 2016 (City Hall and BPD Mailboxes)

- Install and Configure Exchange 2016
- Install SSL certificates
- Verify internal and external connectivity to Exchange
- Migrate City Domain mailboxes
- Migrate Public Folders
- Setup migration plan and migrate a test account from BPD to 2016 Server
- Migrate 2 BPD users and verify functionality (OWA, ActiveSync, Internal/External/Cross-forest email flow)
- Test OWA, ActiveSync, Internal/External/Cross-forest email flow
- Test Free/Busy and GAL access
- Update SCP (Service Connection Point) info manually in the BPD Domain for Auto discover and client access

- Migrate BPD mailboxes
- Retire and remove Exchange 2013 Server

Infrastructure Changes

- Firewall changes to reflect mail flow changes

Documentation * As Built Documentation *

Project Management

- Professional Services by a member of our Project Management team, throughout the process.

Contingency Plan – if a second Exchange Server is needed to service the BPD

Migrate to Exchange 2013 at Biddeford PD

- Install and Configure Exchange 2013
- Install SSL certificates
- Verify internal and external connectivity to Exchange
- Migrate mailboxes
- Migrate Public Folders
- Verify internal and external connectivity to Exchange
- Retire and remove BPDMAIL

Migrate to Exchange 2016

- Install and Configure Exchange 2016
- Install SSL certificates
- Verify internal and external connectivity to Exchange
- Migrate City Domain mailboxes
- Migrate Public Folders
- Setup migration plan and migrate a test account from BPD to 2016 Server
- Migrate BPD mailboxes
- Retire and remove Exchange 2013 Server

Exhibit A - Investment Detail Pricing

Exchange Licensing	Quantity	Unit Price	Total
Microsoft Exchange Server 2016 Standard - License - 1 PC - Local Government	1	\$565.00	\$565.00
Microsoft Exchange 2016 Standard CAL - License - 1 User CAL - Local Government	256	\$70.00	\$17,920.00
Microsoft Exchange Server Standard Media Kit - DVD	1	\$35.00	\$35.00
Total for Exchange Licensing			\$18,520.00

Windows Server Licensing	Quantity	Unit Price	Total
Microsoft Windows Server 2012 - License - 1 User CAL - Government Use	200	\$31.00	\$6,200.00
Total for Windows Server Licensing			\$6,200.00

Labor Estimate	Quantity	Unit Price	Total
- Migrate City Hall to Exchange 2013 - Configure remote connectivity - Migrate to Exchange 2016 (City Hall and Biddeford Police Department Mailboxes) - Firewall changes - Documentation - Dedicated Project Management	1	\$17,733.00	\$17,733.00
Total for Labor Estimate			\$17,733.00

Investment Summary		
	Subtotal : Parts	\$24,720.00
	Tax @ 5.5 %	\$0.00
	Subtotal : Labor	\$17,733.00
	Grand Total	\$42,453.00

Proposal valid for 30 days, or as supplies last.

Contingency Plan – if a second Exchange Server is needed to service the Biddeford Police Department

In the event internal testing show that migration will not allow for a single Exchange Server, and both Exchange servers need to reside on separate physical servers, SE will implement a contingency plan to create a separate Exchange Server for the Biddeford Fire Department, requiring additional licensing and labor hours:

Exchange Licensing (Contingency plan)	Quantity	Unit Price	Total
Microsoft Exchange Server 2016 Standard - License - 1 PC - Local Government	1	\$565.00	\$565.00
Microsoft Exchange Server Standard Media Kit - DVD	1	\$35.00	\$35.00
Total for Exchange Licensing			\$600.00

Labor Estimate (Contingency plan)	Quantity	Unit Price	Total
Migrate Police Department to Exchange 2013 - Configure remote connectivity - Migrate to Exchange 2016 (Police Department Mailboxes) - Firewall changes - Documentation - Fixed Rate labor	1	\$9,240.00	\$9,240.00
Total for Labor Estimate			\$9,240.00

Proposal Terms

When signed by both parties, this agreement, including and together with the Pricing Page attached hereto as Exhibit A and all other exhibits and attachments, if any, shall be deemed to be the "Proposal" and shall be incorporated into and become a part of the currently effective Master Service Agreement, if any, between Systems Engineering ("SE") and the Customer identified below, as the same may be modified from time to time (the "MSA"). The accepted Proposal is effective as of the date of SE's signature below ("the Effective Date").

Additional terms and conditions applicable to the work performed hereunder:

1. **ADDITIONAL SERVICE.** SE shall provide the services described in this Proposal as T&M Work, under the terms and conditions set forth in the MSA. If an MSA is not in place, then SE's Standard Terms and Conditions of Sale (Goods and Services) attached hereto shall apply to the performance of services hereunder.
2. **PAYMENT.** As consideration for the services to be provided hereunder, Customer shall pay SE for authorized work on a time and materials basis at the rates set forth herein. In addition, Customer shall pay SE for all reasonable preapproved travel and lodging expenses incurred by SE in providing services under this Proposal. Customer is responsible for all travel and lodging expenses of its own employees.
3. **ACCEPTANCE OF PRODUCT; REJECTION AND RETURNS.**
 - a. Acceptance. Buyer shall, within ten (10) business days after receipt of any shipment of products purchased from Seller, notify Seller in writing of any manner in which such products fail to meet the specifications therefor. Such notice shall identify the particular product, time of delivery and nature of the failure. Buyer's failure to fully comply with the preceding sentence shall constitute and be deemed Buyer's acceptance of such products.
 - b. Rejection. Buyer may reject the Order for products because of the failure of the product to satisfy the specifications set forth in the Order. If such rejection is made prior to making payment for such order, Buyer's obligation to make such payment shall be suspended. Buyer shall, upon receipt of Seller's request for return, promptly dispatch the rejected product to Seller, at Seller's cost. If Seller accepts that any defect or non-conformance to the specifications was caused by Seller, Seller shall at its own expense replace the order of defective or non-conforming products.
 - c. Disputes Regarding Satisfaction of Specifications. If the parties disagree about whether a product satisfies the specifications or contains a defect following a good faith effort to resolve their disagreement, the product shall be submitted to an independent third party agreed upon by the parties for inspection and determination of condition. Both parties agree to abide by

the opinion of the independent third party, which will be final and binding on the parties. The party in error shall pay the independent third party's fees and all transportation, shipping and insurance costs and other fees incidental to the shipping of the replacement products. Seller may, in its discretion, suspend its obligations hereunder during the pendency of any such dispute or require alternative payment terms to ensure Seller's exposure to Buyer is not increased during the pendency of any such dispute.

- d. **Returns.** Products shall not be returned by Buyer without Seller's prior written authorization. Authorized returns shall be returned at Buyer's sole expense, freight prepaid, unless the return is made pursuant to Subsection 3 (b) hereof. Buyer shall be responsible for any third party restocking fee that Seller incurs. Returns of special order or made-to-order items are not allowed. No returns shall be accepted following 60 days after delivery. No credit will be issued for shipping charges or other special expenses.
4. **CONFIDENTIALITY.** This proposal contains confidential information relating to the design, process, and methodology SE uses in designing network infrastructure and security, core server and storage solutions, and in developing technology strategies and plans. These designs, processes and methodologies are owned solely by SE. Disclosure of any design, process or method information included herein to others is expressly prohibited.
5. **OWNERSHIP OF WORK PRODUCT.** Deliverables purchased and delivered as a result of this project (work product), including network and core infrastructure design, research reports, technology strategies and plans, applications and process recommendations, and system and user requirements shall be the sole property of the Customer.
6. **CONFLICTS IN PROVISIONS.** In the event of a conflict among the provisions of the MSA, this Proposal and the Standard Terms and Conditions of Sale attached hereto, with respect to the services and products provided under this Proposal, the priority of the documents shall be (1) this Proposal, (2) the MSA and (3) the Standard Terms and Conditions of Sale.

Systems Engineering

Client: _____

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Why Choose Systems Engineering?

- For over 25 years, Systems Engineering has been committed to a mission of delivering engineering excellence and superior customer service. Over 500 companies throughout Northern New England routinely rely on the expertise of our team.
- As an employee owned company, we attract and retain some of the most talented people, and we manage our business using a client first mentality for ensuring continuous performance improvement.
- Systems Engineering's team of specialists work across functional lines to deliver an integrated technology solution with ongoing support services to maximize performance.
- Systems Engineering partners with tier-one equipment and software manufacturers. Our solutions are tried and true.
- Systems Engineering has developed a best practice for service delivery and service management. This framework is founded on the cornerstone of our partner-manufacturers' best practice guidelines and industry trade organization influences, coupled with our 25 year history of real-world field experience dealing with complex, integrated technologies in business environments
- Systems Engineering's annual SOC 2 audit provides assurance to clients that we not only have appropriate operational controls and policies in place as verified by an independent 3rd party.
- Systems Engineering has built a unique team of technical resources who have the depth and breadth of skills required to support the information technology needs of our clients in an increasingly complex operating environment.
- Systems Engineering's comprehensive suite of managed services – from network security and 24x7 monitoring to help desk support services, data management and cloud based server options – keep your business up and running at optimal levels.

Team-Based Approach

Systems Engineering deploys a team-based approach to meet the needs of our clients. Each of our highly specialized teams work together, across functions, to deliver end-to-end technology solutions for our clients. Our teams are structured in the following ways:

Employee Owned Company: Systems Engineering became a 100% employee owned company in 2008 with the adoption of an Employee Stock Ownership Plan (ESOP). As owner-participants in the ESOP, the entire team at Systems Engineering knows that to be successful, our clients need to be successful. Each of us understands how mission-critical technology drives business results, and our team works diligently to become an indispensable partner and advisor to each client.

Network Solutions offers computer network design, implementation and on-going maintenance. Led by senior engineers and team leaders, Network Solutions is grouped into four network administration teams. These teams work with server technologies, thin client computing, virtualization, SAN storage, backup and disaster recovery design and all of the Microsoft operating system components.

Managed Services employs a number of industry leading network management tools to provide comprehensive, 24x7 network monitoring and remote managed services. Systems Engineering Managed Services (SEMS) team actively monitors the critical performance characteristics of your network, reports on key network metrics, and proactively patches your server infrastructure. Benefits include greater network uptime, lower support costs, increased security, and better visibility into your network performance.

Network Security delivers a comprehensive set of security services that provide fully managed, co-managed and client managed security solutions. The Network Security team meets the needs of large companies with in-house security teams and compliance needs as well as smaller companies with little-to-no internal security expertise.

Software Services develops custom programming applications that help businesses realize the potential presented by the macro technology trends of mobile, social and "big data." Specializing in Microsoft applications including SQL, Access and SharePoint, the group's services include design, implementation, data conversion and training for custom applications that enhance business competitiveness.

Infrastructure & IP Telephony focuses on the next generation in communication technologies, converging voice, video and data into one system. This team leverages a core set of Cisco products, and they manage LAN switching, WAN routing, Wireless Networking and IP Telephony deployments for the business.

City of Biddeford's SE Resources

President: Craig Tribuno (ctribuno@syseng.com, 207-553-1564)

Sales and Marketing Director: Todd Molloy (tmolloy@syseng.com, 207-553-1585)

Account Manager: Paul Ryder (pryder@syseng.com, 207-553-1647)

Inside Sales Manager: John Plisch (jplisch@syseng.com)

Engineering Director: Matt McGrath (mmgrath@syseng.com, 207-553-1599)

Engineering Manager (Core Engineering): Bob Keenan (bkeenan@syseng.com)

Engineering Manager (Infrastructure): Jerry Lyon (jlyon@syseng.com)

Project Management Office Manager: Victoria Reed (vreed@syseng.com)

NOC Engineering Manager: David Stephenson (dstephenson@syseng.com)

Customer Service Manager: Tina Boutin (tboutin@syseng.com)

Software Engineering Manager: Michael Hynes (mhynes@syseng.com)

Managed Services Director: Jim Woolverton (jwoolverton@syseng.com, 207-553-1572)

SE EventWatch Manager: Doug Sax (dsax@syseng.com)

SE Help Desk Manager: Andrew Suitor (asuitor@syseng.com)

SE Monitoring Manager: Ron Gagnon (rgagnon@syseng.com)

References

Apothecary be Design

Contact: **Mark McAuliffe**

141 Preble Street, Portland, Maine 04101

Phone: 207.899.0663

Thompson, Bowie, & Hatch LLC

Contact: **Bonnie Pendleton**

3 Canal Plaza, PO Box 4630

Portland, Maine 04112

Phone: 207.774.2500

Maine Public Employees Retirement System

Contact: **John Mavodones**

96 Sewall Street

Augusta, Maine 04333

Phone: 207.512.3185



Complete Business Technology Solutions



WINXNET RFP RESPONSE TO CITY OF BIDDEFORD EXCHANGE UPGRADE

November 11th, 2016

City of Biddeford
Attn: Information Technology Director
205 Main Street
Biddeford, Maine 04005

Dear Jerry:

Winxnet is pleased to submit this response to the City of Biddeford's RFP for its Exchange Upgrade. Our team is dedicated to providing the best client service and technical solutions at the highest standards. We have reviewed the RFP, understand it, and we agree to the terms and conditions stated therein.

Winxnet is a New England-based firm with extensive experience providing strategic technology planning, managed IT services, system monitoring and security, and help desk support to organizations of varying sizes and markets including non-profits, financial services and municipalities. We take pride in developing long-term relationships with all of our clients and helping them achieve their strategic goals. As a result, we are one of the fastest growing companies in New England and continue to achieve extraordinary customer satisfaction and retention benchmarks, leading the global IT services industry.

We are genuinely excited to work with an important municipality in southern Maine. Considering the criticality of maintaining a reliable and secure technology environment, we take very seriously the responsibility associated with our response to this RFP. We look forward to demonstrating how a truly collaborative partnership can produce extraordinary results!

We put together a proposal and support structure that we feel is best suitable for Biddeford. If you have any questions or concerns about the proposal, we welcome the opportunity to discuss in detail so we can ensure both parties are satisfied with a potential partnership. Thank you for the opportunity to participate, please do not hesitate to contact me or anyone on my team with questions or concerns.

Sincerely yours,

Kevin Bailey

Kevin Bailey
Account Executive
Winxnet, Inc

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Executive Summary

Since 1999, Winxnet has been delivering innovative and technology-enabled solutions for customers throughout New England and beyond. Our passion for IT excellence in addition to our relentless pursuit of customer satisfaction is what motivates our growing team of professionals on a daily basis.

Today, Winxnet remains headquartered in Portland, Maine and has offices in Chattanooga, Tennessee and Methuen, Massachusetts. Members of our consulting practice have worked with global clients, in addition to clients throughout New England. Our clients represent a broad cross-section of public, private, and non-profit organizations, for which we provide a full range of services including managed IT, application and data management services, IT security services and healthcare IT.

A Field Managed Microsoft Partner, Winxnet has numerous Microsoft VTSPs on staff and works closely with Microsoft on strategy, marketing, pre-sales and solution delivery. These badged Microsoft engineers have access to internal training, collateral and a myriad of Microsoft resources ensuring tuned delivery of Microsoft solutions.

Winxnet employs 120 full-time employees. Roughly 24% of our staff is focused on sales, marketing, administration or customer support. The remaining staff is technical in nature.

Recent awards and recognitions include:

- 2015 Best Places to Work in Maine
- 🏆 2015 MSP Mentor Top Managed Services Provider
- 🏆 2015 Inc. 5000 Fastest Growing Companies
- 🏆 2015 SMB 500 Top Performing Channel Partners
- 🏆 2015 TECH 200 Fastest Growing Private Technology Companies

Our employees collectively hold over 170 Microsoft, Citrix, Cisco and other certifications. We understand the complexity of a diverse IT environment and have a team with extensive knowledge surrounding (but not limited to) network infrastructure, virtualization, related Microsoft technologies i.e. Office 365 and RDP, AD, WSUS, SQL etc., ADP, information security and compliance, and business process consulting. Our technical and professional staff invest in areas such as ShoreTel/Cisco Voice Over IP; Dynamics SL and GP; and pro-active Security Management. This results in our ability to serve as a single, primary strategic IT resource to organizations throughout New England and to function as a major contributor to an organization's data needs to aggregate, consolidate and report on the diverse sources of information that exists within an organization.

Winxnet Experience: Why Winxnet is Different

Winxnet has achieved over 40% growth year over year for the last several years. Since 1999, Winxnet has maintained an extremely high customer retention rate with some of our customers having grown with Winxnet since the beginning.

We Innovate and Inspire:

Winxnet is driven by the principles of integrity, innovation, and excellence. We constantly aspire for greatness and as a result consistently innovate in partnerships with our clients to produce extraordinary results.

Transforming the Delivery and Management of IT:

Technology can be a powerful enabler that, when done right, allows organizations to rapidly, efficiently, and cost-effectively achieve their business objectives and realize their potential.

By working together with clients that share this perspective, IT initiatives bring substantially more value to the organization in the form of:

- Reduced IT costs
- Lower risk
- Greater ROI on technology initiatives
- Leveraging technology to achieve strategic business objectives

This transformation doesn't happen by chance or simply by changing the way one thinks about IT. It is driven by:

- A fundamental change in the approach to IT, which focuses on understanding our client's business first and aligning our recommendations to achieve strategic objectives
- A process focus – we apply mature, proven processes to produce measureable results
- The best technology to address the need – letting needs of clients drive technology decisions
- Trust- SSAE 16 SOC I Type II certified, HIPAA trained and compliant
- Great people – dedicated to doing what's right for clients, certified professionals that go above and beyond with a focus on listening first, then communicating; a committed team of experts in their technologies who genuinely care about the clients they service

Approach and Methodology

City of Biddeford has requested the assistance of Winxnet to perform an upgrade of their existing on premise Exchange 2007 server to Exchange 2016. This project will include Design, Implementation, and Documentation for the new Exchange 2016 environment as well as all required Exchange 2016 licensing.

Also included in this Project is a formal assessment to ascertain the effort and method required to migrate a second Exchange 2007 server into the new Exchange 2016 environment. Following this assessment Winxnet will provide the City of Biddeford with a detailed project plan design and proposal for Phase II. In addition, Winxnet is proposing a recurring support agreement for predictable support requests.

This is a time and materials project and based upon current deliverables and assumptions is expected to take approximately 107 – 115 hours. Unknowns, changes to assumptions, or scope changes may impact this estimate and will require approval by City of Biddeford before making any modifications to this original time estimate.

Scheduling Considerations

A Winxnet internal meeting will be scheduled within two weeks of signing the statement of work to establish resources and timeline.

Deliverables

- Project Design and Planning
- Install Exchange 2016
- Configure Outlook Web Access
- Replicate Send/Receive connectors
- Firewall Modifications
- Migration of 40GB of Mail Data
- Testing/Remediation for Data Migration
- Post Implementation support
- Project Assessment for Phase II migration
- As built documentation (Up to 4 pages)
- Administrator / Technical Point of Contact training (Up to 8 hours)
- Environment Assessment for Phase II migration
- On site visits (Up to 2 visits)

Project Prerequisites & Client Responsibilities

- **Prerequisite:** Active Directory Domain Functional Level at 2008 R2 or higher.
- **Prerequisite:** City of Biddeford will provision, and fully patch a new 2012 R2 Server for Exchange 2016.
- City of Biddeford will designate a single point of contact for all communications and to support coordination with all City of Biddeford staff.
- City of Biddeford is responsible for purchasing any equipment, software, or licenses not included as part of the project such as cables, anti-virus, etc.
- City of Biddeford is responsible for providing any wiring or cabling services required to implement this project.
- City of Biddeford is responsible for any carpentry requirements such as drilling holes for cables, mounting computers or monitor brackets, anchoring server racks, installing conduit, etc.

Notes & Assumptions

- City of Biddeford is located in Biddeford, ME and any onsite work will be performed at that location unless specifically defined as part of the project.
- Winxnet will be granted remote access with Admin privileges to modify and configure.
- During the project, both parties will communicate changes prior to implementation for impact review.
- Internet/Network connection is capable of typical broadband speeds.
- All software in City of Biddeford's environment is up to current vendor-supported levels.
- Work will be remote unless otherwise noted; if necessary Winxnet will be granted on site access to any areas required to complete requested work.
- Travel is billed portal to portal at standard consulting rates.
- Work may necessitate down time for City of Biddeford or its workers. Down time required within business hours will be agreed upon prior to any outage.
- All work will take place during normal business hours of M – F, 8 am – 5 pm, unless otherwise noted. Request for after-hours and weekend work may result in a change order.
- Projects involving hardware installation could take as long as 5 weeks to begin the implementation, from the time that the contract is signed and product prepayment has been received. Some products can take 2-3 weeks to be delivered, and product staging and testing can take 1-2 weeks to complete before installation can begin.
- Sufficient power and power protection for the new hardware is in place or will be purchased by City of Biddeford.
- Sufficient space is available for any new equipment.
- Project delays on the part of City of Biddeford will result in a new timeline, dependent on engineering availability.
- If the tasks outlined in this Statement of Work are on hold for more than 60 days by City of Biddeford, a project reengagement fee may apply.
- All specifications and information provided to Winxnet by City of Biddeford are correct and accurate to the best of City of Biddeford's knowledge. Incorrect or inaccurate information from City of Biddeford may result in a change request from Winxnet and additional hours.
- Time to configure mobile device changes is not included in this Statement of Work. Requests to configure mobile devices could result in a change order.
- This Statement of Work does not involve an upgrade to the Outlook client. Upgrading the outlook client may result in a change order.
- City of Biddeford agrees to pay for actual hours worked.
- Continuous pre-approval of expected hours will take place throughout this project.
- Engagements of this size typically range from 107 – 115 hours.
- Project labor cost is not to exceed \$18,375.00 without prior approval from City of Biddeford.

Work Plan

Description
Project Initiation
Project Setup
Project Start & Scope Review
Client Kickoff Meeting
Project Planning
Planning and Design
Project checkpoint
Status Meetings and Updates
Execution / Implementation
Install Exchange 2016

Configure Outlook Web Access
Replicate Send/Receive Connectors + Testing
Firewall Modifications + Testing
Migration of 40GB of Mail Data
Remediation for Data Migration
Add Exchange 2016 Server to Backup job
Environment Assessment for Phase II migration
Post-Implementation
Administrator / Technical Point of Contact training (Up to 8 hours)
Post Implementation support (Up to 8 hours)
Create/ Update documentation (Up to 4 pages)

Additional Features

As mentioned in the approach and methodology, Winxnet is taking the approach to scope and address Phase II, the second 2007 server migration into the new Exchange 2016 environment, once Phase I is complete. Due to the complexity and unknowns we feel a discovery is necessary in order to accurately quote this portion of the request and to be prepared to implement it in a risk-free manner. We cannot complete Phase II without a proof of concept, and we responsibly estimate this effort without a discovery. We are certainly open to discussing options around this if Biddeford otherwise favors Winxnet's proposal for Phase I.

Winxnet is also proposing an Exchange Monitoring and Support Agreement, designed to help Biddeford maintain its new Exchange environment on a reduced budget. This service provides monitoring and maintenance through a combination of telephone support, web-based support, remote monitoring and proactive administration.

In addition to the regular maintenance and support, Biddeford will have a dedicated senior technician responsible for supporting the environment. Monitoring and response within SLA1 is included, and troubleshooting/migrations will be billed at \$175/hr.

Detailed and Itemized Pricing

Pricing Calculations

Software Summary	Quantity	Price	Extended Price
Government Pricing			
Exchange 2016 Server License	1	\$535.36	\$535.36
Exchange 2016 User CALs	256	\$66.38	\$16,993.28
Windows Server 2012 R2 User CALs	200	\$28.86	\$5,772.00
Software Total			\$23,300.64

Labor Summary	Hours	Price	Extended Price
T&M Labor Estimate – Exchange Upgrade	93	\$175.00	\$16,275.00
Project Management Estimate	14	\$150.00	\$2,100.00
Labor Total			\$18,375.00

Support	Quantity	Price	Extended Price
Monthly Exchange Monitoring/Support – SLA 1	1	\$299.00/mo	\$299.00/mo

*Standard Support 8AM-5PM M-F; response times within same business day / resolution plan within 8 business hours
Critical Outage Support 8 AM-5PM M-F; response times within 1 hour / resolution plan within 4 hours

Project Recap	Amount
Software	\$23,300.64
Labor	\$18,375.00
Project Total	\$41,675.64

Appendix A: References

Town of Falmouth
Jennifer Phinney
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Director of Technology
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Town of Wells
Jon Carter
Town Manager
208 Sanford Road
Wells, ME 04090
207.646.5113
jcarter@wellstown.org

Appendix B: Company Notes

Official Registered Name: Winxnet, Inc.

DUNS Number: 016621273

68 Marginal Way Suite 4A
Portland, ME 04101

Phone: 207-780-0497
Phone: 866-946-9638
Fax: 800-808-1642

Contractual Authority: Christopher Claudio

Trademarks

Winxnet, the Winxnet logo, and Winxnet's products and services are trademarks or registered trademarks of Winxnet. Other trademarks and trade names may be used in this document to refer to either the entities claiming the marks and/or the names of their products. Winxnet disclaims proprietary interest in the marks and names of others. You, the Client, have the right to retain a reasonable number of copies of this proposal to adequately review and assess the proposal. Winxnet grants no license, express or implied to any Winxnet intellectual property by virtue of this proposal.

Our Relationship

This document is not a contract. When we conduct business, our relationship will be governed by Winxnet's standard terms and conditions unless we negotiate a separate written agreement.

Winxnet takes care to review and verify the information provided in this document. However, we cannot be responsible for errors or omissions that may occur in the production of this document or as a result of the passage of time. In addition, Winxnet may improve or change this presentation or improve or change its products and service offerings from time to time, without updating this document. Please contact your sales representative for updates or validation of the information in this document.

Subject to our ability to reach a mutually acceptable agreement on this issue, Winxnet does take responsibility for the actions of its employees and agents that are performed in the scope of their employment.

Confidentiality

All information supplied for the purpose of this proposal is to be considered Winxnet confidential.

ITB 2016-059 RESPONSE

for

Exchange Upgrade

Prepared for

City of

Biddeford
Maine

Information Technology Division
205 Main Street
Biddeford, Maine 04005
(207) 286-0594 2

Final

Prepared by:

Marc Smith, Acct. Mgr.
David Buthlay, COO

11/10/16

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ITB DESCRIPTION & BEK RESPONSES

INTENT SUMMARY

The core elements of this invitation to bid will include the following two options:

Phase 1:

- A patched Microsoft 2012 server will be pre built by the city.
- Install Exchange 2016 on the new server and migrate all data from the Exchange 2007. Storage size is 36GB.
- Setup and configure Outlook Web Access.
- Create a method for client auto configuration
- All DNS and security certificates updated as needed.

RESPONSE: Acknowledged. See Attachment #1- BEK Scope of Work Outline.

Phase 2:

- Provide proof of concept for the ability to migrate a second existing Exchange 2007 server to the server provided in Phase 1. Proof of concept can be done by testing in the live environment.
- Migrate the second Exchange 2007 server to the Exchange 2016 server from Phase 1. Storage for this server is 39GB.
- Setup and configure Outlook Web Access.
- Create a method for client auto configuration.
- All DNS and security certificates updated as needed.
- Configure any core infrastructure routing changes needed to allow mail traffic between domains.
- Provide Pricing for upgrading the second Exchange 2007 server to a prebuilt Microsoft 2012 server in the event the proof of concept does not pass. Include the additional license for Exchange 2016.

RESPONSE: Acknowledged, however, **PLEASE NOTE:** Phase 2-b, “If cross-forest linked mailbox migration fails”. See Attachment #1- BEK Scope of Work Outline.

LICENSING

- QTY 1 Microsoft Exchange Server 2016 Standard
- QTY 256 Microsoft Exchange 2016 Standard CAL's
- QTY 200 Microsoft Windows Server 2012 1 user CAL's

RESPONSE: Acknowledged, see Proposal Section “ITB Bill of Materials and Professional Services Pricing Summary”.

TECHNOLOGY FEATURES

- The City of Biddeford is split between two domains connected by a domain trust. Both Biddefordmaine.org and bpd.net currently exist on separate 2007 exchange servers.
- The City of Biddeford utilizes VMware 5.5 both exchange servers are virtual. The proposed exchange server(s) will continue to be hosted in our VMware environment.

RESPONSE: Acknowledged.

ADDITIONAL FEATURES

- Vendors may propose additional features, and must be specifically identified as “additional features”, if in their judgment and experience the additional features would add value beyond any associated additional startup and ongoing costs.

RESPONSE: Acknowledged, no additional features at this time.

STANDARD COMMERCIAL PRODUCT

- The City desires and expects to purchase a complete comprehensive system that has been developed and is being continuously maintained as a Commercial Off-The-Shelf software product that is installed at and used by multiple customers.

RESPONSE: Acknowledged.

REFERENCES

- Vendors must provide three references from projects of like size/complexity or larger. The practical experience of other customers is an important factor in evaluating competing bids.

RESPONSE:

BEK's Respectful Reference Policy-

BEK will provide Reference Contact information upon final candidate qualification/selection. In this manner, our Clients maintain privacy, are contacted only when significant next steps are in play, which results in eliminating numerous or unnecessary inquiries, providing for consideration for our client to remain productive within their daily operations commitments. Finally, should BEK be selected for this project, the same respectful courtesy would be extended to the City of Biddeford.

BEK has performed "Exchange Upgrades" for the following Clients-

Holden Insurance Agency, Portland

Rousseau Management Inc., Brunswick

Perkins Olson, Portland

IMPLEMENTATION APPROACH

The City expects a phased approach to implementation.

- Install Exchange 2016 on-site, migrate data, and demonstrate baseline operation.
- Test and demonstrate planned functionality using completed software.
- Test and verify acceptable performance levels. Performance levels checked will be Proper CPU usage, memory usage, and client connection speeds using industry standards.
- Begin operational use of new system.
- After implementation, tune server as needed.
- Test the ability to migrate an additional Exchange 2007 to the newly built Exchange 2016 server.
- Migrate second Exchange 2007 server, and retest performance levels.
- If proof of concept fails – Install Exchange 2016 on a second provided Microsoft 2012 server.
- Test and demonstrate planned functionality using completed software.
- Test and verify acceptable performance levels. Performance levels checked will be Proper CPU usage, memory usage, and client connection speeds using industry standards.
- Begin operational use of new system.
- After implementation, tune server as needed.

RESPONSE: Acknowledged. See Attachments #'s 1- Scope of Work Summary. This detail and all other Scope information, would be included in Attachment #'s 2 & 3, Example BEK Scope of Work and Example Project Plan, documents.

ITB Bill of Materials and Professional Services Pricing Summary

Licensing

Microsoft Exchange Server 2016 Standard - Local Government
256 Microsoft Exchange 2016 Standard user CAL - Local Government
200 Microsoft Windows Server 2016 user CAL - Local Government

LICENSING TOTAL **\$24,685.00**

Professional Services Implementation

Phase 1 and Phase 2a

(Professional Services may include some or all of the following: Network Assessment & Solution Development, Travel, on/off site equipment preparation/testing/programing, Project Management, Installation, Admin/End-user Training and System Configuration Documentation)

PROFESSIONAL SERVICES TOTAL **\$8,100.00**

ITB Total Licensing and Professional Services **\$ 32,785.00**

Professional Services Implementation

Phase 2-B, "IF cross-forest linked mailbox migration fails, THEN"

Additional Professional Services **\$810.00**

Assumptions

- Exchange Organization is fully functional and configured according to Industry Best Practices;
- All Servers supporting this initiative are “Current”, as to OS, Patching and managed to industry “Best Practices”;
- All Servers supporting this initiative will have sufficient RAM, CPU and Disc;
- Virtualization Application is current and under active Vendor Support.

Attachments List

1. Scope of Work Outline
2. Example- Scope of Work Document & Project Agreement
3. Example- Project Plan Document

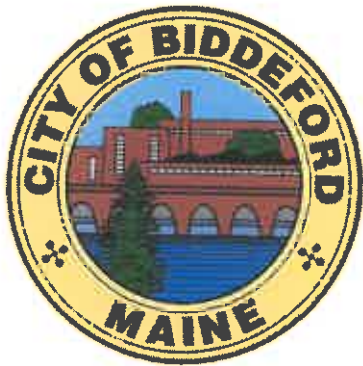
City of Biddeford, Exchange Upgrade ITB, Scope of Work Outline, by Phases and If/Then

Phase 1	Notes & Assumptions
Install & update Exchange 2013 on temp server	Server already domain member, provided user member of Enterprise Admins, Domain admins, Schema admins
Migrate data to 2013 server (mailboxes, public folders, address lists) Configure & verify OWA, Outlook Anywhere, autodiscover, install certificate Switch connectors, external SMTP firewall ports to point to 2013 server & verify mail flow	Will vary based on number of items in mailboxes and PF, this is not strictly related to size.
Decommission Exchange 2007 server Verify mail flow, OWA and ActiveSync Install & update Exchange 2016	To the point of removing it from the domain entirely, Exchange 2016 will not install with Ex2007 in the domain
Migrate data to 2016 server (mailboxes, public folders, address lists) Configure & verify OWA, Outlook Anywhere, autodiscover, install certificate Switch connectors, external SMTP firewall ports to point to 2016 server & verify mail flow Decommission temp Exchange 2013 server Verify mail flow, email archiver functionality	Again will vary based on number of items, should be approximately the same as Ex2007->2013 time
Phase 1 Subtotal	City of Biddeford Inhouse IT configures firewall / anti Viurs/Spam solution City of Biddeford Inhouse IT configures firewall / anti Viurs/Spam solution
Phase 2	Notes & Assumptions
Install & Update Exchange 2013 on second temp server Test linked mailbox cross-forest migration, troubleshoot	Cross-domain trusts already configured and working by inhouse IT
2a - IF cross-forest migration works, migrate additional mailboxes, PFs, etc., THEN:sd Configure & verify OWA, Outlook Anywhere, autodiscover, install certificate for second domain Verify mail flow externally and cross-domain Decommission Exchange 2007 server Verify mail flow, OWA and ActiveSync	
2b IF cross-forest linked mailbox migration fails Install & update Exchange 2016 Migrate data to 2016 server (mailboxes, public folders, address lists) Configure & verify OWA, Outlook Anywhere, autodiscover, install certificate Switch connectors, external SMTP firewall ports to point to 2016 server & verify mail flow Decommission temp Exchange 2013 server Verify mail flow, email archiver functionality	City of Biddeford Inhouse IT configures firewall / anti Viurs/Spam solution

Total Phase 1 + Phase 2a
Total Phase 1 + Phase 2b

SBase Response

To



For Upgrade Exchange 2007 to Exchange 2016

Date of Submission: November 12th, 2016 @ 2 p.m.

Prepared by: Bharath R
President, SBase Technologies, Inc.
600 E Las Colinas Blvd, Ste # 1350,
Irving, TX 75039
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“ORIGINAL”

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Cover Letter

City of Biddeford,

SBase Technologies would like to thank City of Biddeford for the opportunity to be considered for your Upgrade Exchange 2007 to Exchange 2016

We are excited about the possibility of partnering with such an esteemed organization. Our vision for City of Biddeford is to provide Upgrade Exchange 2007 to Exchange 2016.

SBase is a preferred Microsoft service provider, with satisfied clients in various sectors such as cities and municipalities, higher education, financial services, government organizations, health-care, retail, manufacturing and telecommunications. Our client engagement model begins with a detailed knowledge of the industry and core business processes. This proven approach has been vital to our success we termed this approach as CIS (Customer Intuitive Services). Our business solution approach has won the approval of stakeholders and continued to associate with us, we have resources operating in various regions which helps us to choose right talent for every project.

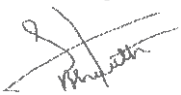
SBase Microsoft solutions has been enabling organizations to achieve a competitive advantage in the ever changing business trends. Our expertise extends to implement and migrate Office 365, SharePoint and Skype for business, Azure, Exchange mail systems etc.

SBase will be delighted to be technology associate for City of Biddeford, we are confident that our solution would fulfil your business goals. Our solutions deliver suitable services that provide strategic benefits and advantages which includes business differentiation, improved time to market and increased flexibility. Through our practice, we are able to provide right solution and technology expertise that meets your unique business needs. Our resources with deep domain experiences help constantly endeavor to provide tailored service as per the needs of our customer.

Our Core Values include “Innovation”, “Expedition Delivery” and “Quality Processes”. Our entire organization adheres to these core values and we continue to enhance them throughout our organization. While Strategies and Tactics may change, our guiding principles endure as the standards by which we conduct our business.

Thank you once again for this opportunity for SBase Technologies, Inc. to respond to your Request for Proposal for Upgrade Exchange 2007 to Exchange 2016. Please feel free to contact me at any time if you have any questions.

Sincerely

A handwritten signature in black ink, appearing to read 'Bharath R.', written over a horizontal line.

Bharath R.
President, SBase Technologies, Inc.

Phone: 918-406-6765

E-mail: bharathr@sbasetech.net

Executive Summary

SBase Technologies is founded in 2011. We are the **Silver Partner** of Microsoft. We have delivery centers in Texas, Oklahoma and India. Our consultants are certified Microsoft professionals. We have been executing Microsoft solutions across industries and across geographical locations.

SBase has been helping organizations to deliver unparalleled Microsoft services. Microsoft Exchange Server 2016 brings a new set of technologies, features, and services to Exchange Server, the messaging platform that provides email, scheduling, and tools for custom collaboration and messaging service applications. Exchange server 2016 supports organizations with different architectural changes.

SBase Technologies is a fastest growing Microsoft product suite solutions provider. We have extensive experience in delivering Exchange server solutions. We are committed to deliver world class solutions to our clients. We have a successful track record in delivering solutions to our clients. Our simple and cost-effective cloud-based solutions make our clientele to manage swiftly advancing infrastructure requirements.

SBase Technologies services cover all aspects of a project life cycle from the conception of the idea to the planning, implementation, delivery and continuous maintenance using appropriate implementation and quality assurance methodologies. To meet this need, we have developed a range of specialized consulting services aiming to the planning and development of business solutions. Our services are tailored to the needs of each client, always taking under consideration the dynamically evolving market environment and the technological trends. Our service offerings are designed to help clients generate revenue, reduce costs and access the information necessary to operate their business on a timely basis. Our services are always delivered through professionalism, ethics, technology and hard work.

We provide experienced dedicated Application Development teams, combining business and industry knowledge with technology, who work closely with clients to develop comprehensive solutions. Our Product Development and Outsourcing services offer complete product lifecycle solutions as an extension to our client's engineering team. We accelerate the creation of software products, reduce product-marketing time and assist in making schedules more predictable.

Our Core Values include "Innovation", "Expeditious Delivery" and "Quality Processes". Our entire organization adheres to these core values and we continue to enhance them throughout our organization. While Strategies and Tactics may change, our guiding principles endure as the standards by which we conduct our business.

Thank you once again for this opportunity for SBase Technologies to respond to the implementation of Unified Messaging System Upgrade. Please feel free to contact me at any time if you have any questions.

SBase Technologies is a fast-growing professional Silver Partner of Microsoft and Provide Office 365 solutions. We are committed in delivering better solutions to our clients. We have a successful track record of empowering clients. SBase Technologies provides managed services to assist customers to take better decisions. Our simple and cost-effective cloud-based solutions make our clientele to manage swiftly advancing infrastructure requirements. SBase services are adaptable to meet future needs and we have an expertise in cloud-computing strategies, managing services, virtualization, Microsoft Office 365, Cloud Transformation, and Cloud Infrastructure.

SBase Technologies Cloud-based solutions are exceptionally manageable, reliable and scalable. It is not just about technology here at SBase. We help the clients to procure the advantages of rapid deployment, flexibility and lower costs. We joined hands with some of the leading companies and we help the clients to amplify productivity and quality to attain maximum efficiency. We work to be a true extension of your team, not just as a vendor. We have handful of experience in different domains such as Human Resource Information System, e-Governance, Information Technology, Mobile Technologies, School Management, Accounting.



At SBase Technologies, we can provide the clients with the greatest cloud solutions. SBase Techies are driven to develop Microsoft Office 365 and Cloud-based services and we excel at delivering formidable results for our customers. Clearly, we help you in every step, right from the beginning to the end (achieving better results).

Migration Services:

SBase provides highly reliable and cost-effective migration services that help clients switch from their current setup to Office 365 with zero strain. Whether it is an Office 2007 to Office 2016 upgrade, Exchange 2003 to Exchange Online migration or Lync 2013 to Skype for Business, SBase follows a standard assessment approach that not only collects the accurate information about the existing infrastructure but also helps plan data migration tasks that securely transforms existing setup into cloud with the absolute care and precision.

Benefits of SBase Technologies Migration Services are:

- Manageable and resilient migration services to our clients.
- Provide smooth and high level of flexibility to make your organization efficient and effective.
- We help to upgrade productivity and performance of your organization through interactive tools.
- We assist you to reduce operating expenditures by integrating services.
- Our IT staff will provide a detailed procedure to inspect technical requirements and manageability.

Types of Migration Services

Managed Services:

SBase keeps your business ahead and helps you thrive in your industry by providing matchless Office 365 managed services. We practice globally recognized cloud managed services that leverage the reliability and stability of the business resources. For any business, it is necessary to provide the best in class services especially at the peak time. Our managed 365 services ensure the high availability of resources to run the business with the peace of mind.

Allowing you to focus on developing your business, SBase team of experienced professionals' helm your business requirement efficiently in the background. We have a pool of expert cloud management team who can pre-analyze the infrastructure requirement and provide the best assistance in adopting the resources that fit best for your growing business. We provide superior ongoing support with 24/7 monitoring service. Our managed Microsoft 365 services undertake the following cloud support services:

- Efficient management of Exchange, SharePoint, Lync and SQL platform.
- Durable performance of network devices and server applications.
- Minimal downtime and high ROI from the least operational cost.
- 24/7 monitoring, proactive measures and assistance in minimizing the risk.

Our Objective: We will identify the business goals of our Clients and customer success is our main aim. We understand the needs of our customers and value their demands and specifications.

Achieving Results: At SBase, our IT professionals work to achieve results for clients. We follow the method "Try and Try until you succeed". We attempt new trails and results are our end game.

Partners:

SBase Technologies has partnered with cloud providers to successfully implement the cloud solutions that best match the requirements of our clients. We join hands with the organizations that deliver an eccentric perspective into the cloud solution market. We are a certified partner of Microsoft.

Recognition:

SBase Microsoft Office 365 deployment and migration services have been recognized by the list of healthcare, education, entertainment and government organizations. These organizations concur that SBase provides superior solutions to make their transition to Office 365 efficient and successful.

Our Understanding

Our Understanding about the existing environment:

- The Current mailing environment is Microsoft Exchange Server 2007.
- Windows Server 2012 R2.
- Total Storage Space: **39 GB**.

Scope of Work

General Scope:

Broadly, the Deployment Scope will include, preparing the environment for Exchange 2016, introducing Exchange 2016 into the existing messaging environment, testing the connectivity and moving the mailboxes to Exchange 2016. Here is the list of activities to be performed for achieving the same. The implementation sequence of the listed activities may change as per the environment requirement.

The entire set of activities needs to be grouped in such a way that by completing a group of activities meets certain deliverables. For the ease of grouping, let us consider the major activities as

1. Environment Discovery and Provide Pre-requisites
2. Exchange pre-deployment checks for implementation.
3. Setup co-existence between Exchange 2007 and Exchange 2010.
4. Migrate the mailboxes to Exchange 2010 and test the connectivity.
5. Introduce Exchange 2016 into the existing co-existence environment.
6. Exchange 2016 Test cases and fine tuning.
7. Mailbox Migration from Exchange 2010 to Exchange 2016.
8. Stabilize the migration and throughput analysis.
9. Handholding, Knowledge Transfer.
10. Documentation and Sign Off.

Phase	Activity	
Phase1	Preparing the new environment	1. A patched Microsoft 2012 server will be pre built by the city. 2. Install Exchange 2016 on the new server and migrate all data from the Exchange 2007. Storage size is 36GB. 3. Setup and configure Outlook Web Access. 4. Create a method for client auto configuration 5. All DNS and security certificates updated as needed.
Phase2	Testing pilot and production roll out.	1. Provide proof of concept for the ability to migrate a second existing Exchange 2007 server to the server provided in Phase 1. Proof of concept can be done by testing in the live environment. 2. Migrate the second Exchange 2007 server to the Exchange 2016 server from Phase 1. Storage for this server is 39GB. 3. Setup and configure Outlook Web Access. 4. Create a method for client auto configuration. 5. All DNS and security certificates updated as needed. 6. Configure any core infrastructure routing changes needed to allow mail traffic between domains. 7. Provide Pricing for upgrading the second Exchange 2007 server to a prebuilt Microsoft 2012 server in the event the proof of concept does not pass. Include the additional license for Exchange 2016.

Areas out of Scope:

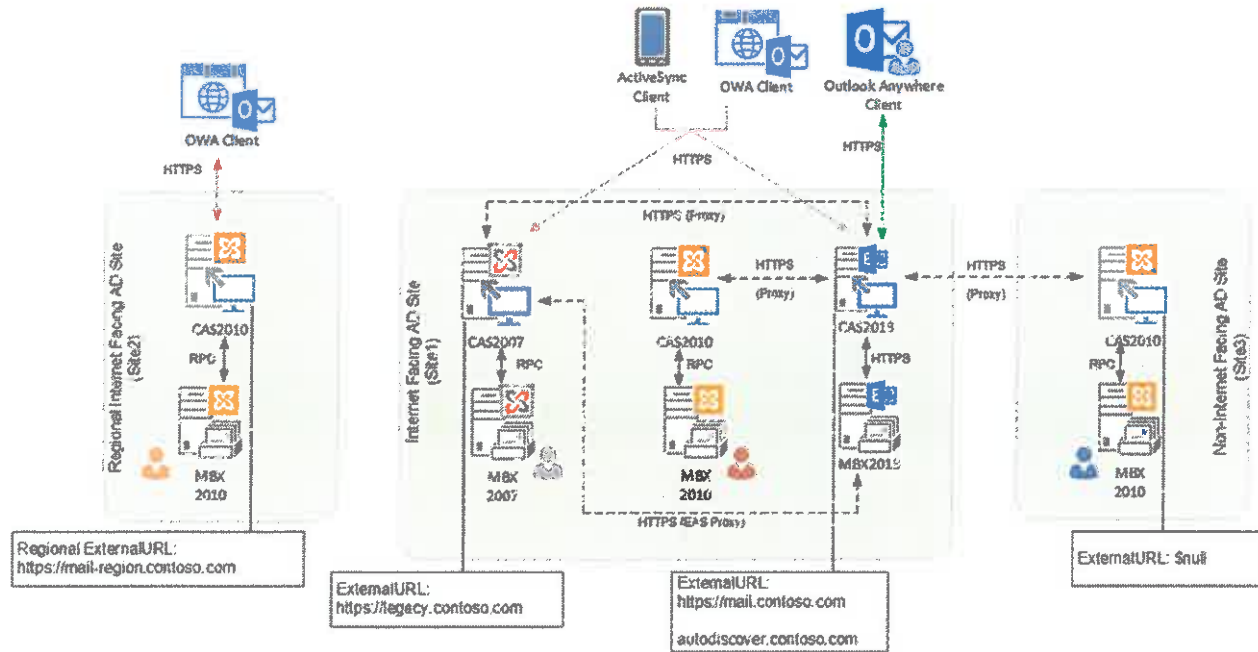
The areas that are out of scope for this engagement include.

- Any exchange or AD consolidation activity
- Any hardware, network or storage related activity including remediation of the underlying network infrastructure e.g. DNS, Firewall/Proxy, routers, etc.
- Procurement of any license for Microsoft for any third part application software.
- Any custom development in SharePoint Online.
- Migration of encrypted messages and encrypted mailboxes. COBM must ensure the data is decrypted prior to migration. Encrypted items and mail files will be skipped during migration.
- PBX configuration and installation is out of scope.
- Backup of user's laptop/desktop.
- Entire migration to be done from onsite and remote location only.

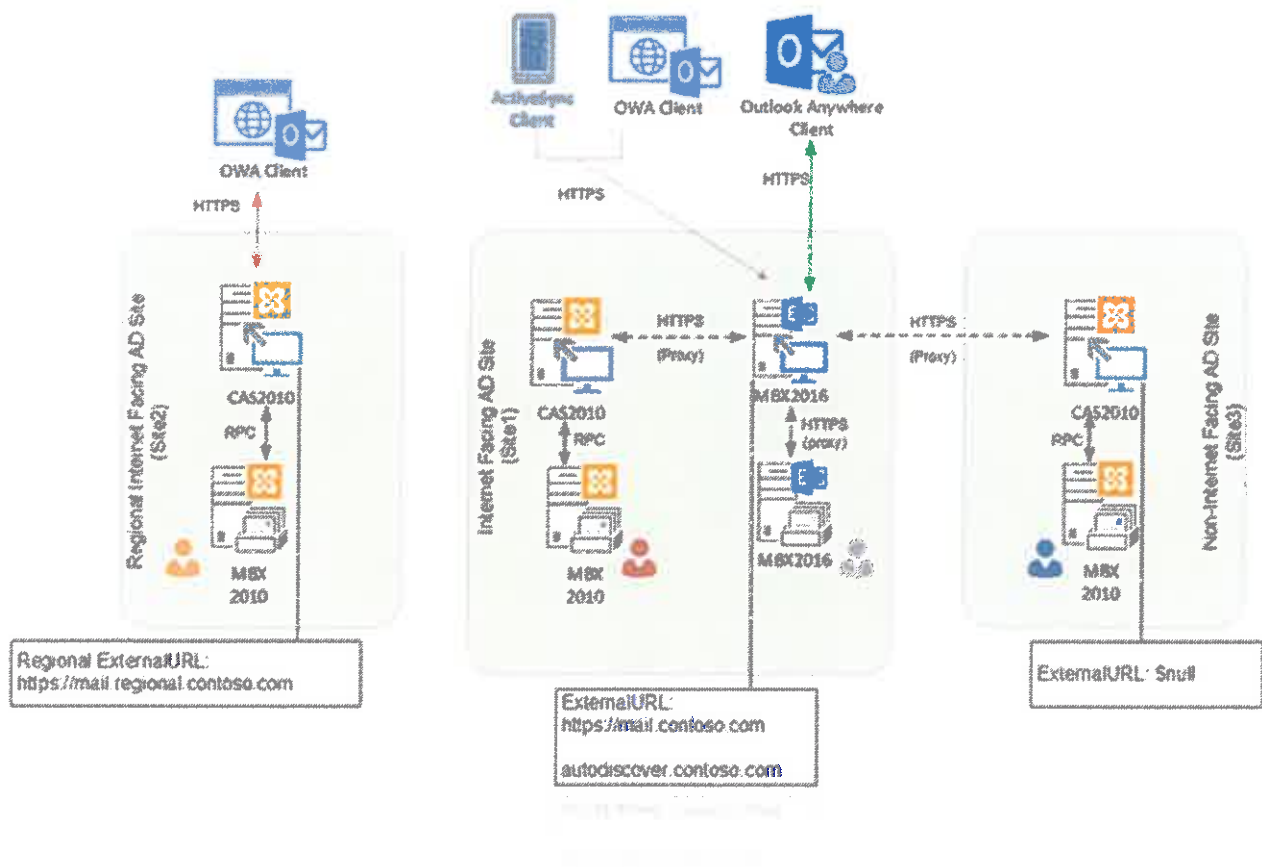
The Solution Architecture

Exchange 2007 to Exchange 2016 migration will be completed in 2 phases:

Phase 1: Exchange 2007 co-existence with Exchange 2010.



Phase 2: Migration from Exchange 2010 to Exchange 2016.



Deployment Steps

Phase 1: Exchange 2007 and Exchange 2010 co-existence:

Following depicts high-level steps on how to upgrade If Exchange 2007 to 2010 environment.

The steps are recommended to be done in the same sequence as listed here.

- 1) Run Exchange Pre-Deployment Analyzer (ExPDA)

<http://www.microsoft.com/download/en/details.aspx?displaylang=en&id=11636>

- 2) Remove existing EDGE servers
- 3) Remove Public Folder Free/Busy System Folder (optional)
- 4) Verify and upgrade if needed existing Exchange 2007 servers to Exchange 2007 Service Pack 2 (SP2).
- 5) Deploy Exchange 2010 servers in this order:
 - a. Client Access
 - b. Hub Transport
 - c. Unified Messaging
 - d. Mailbox
- 6) Configure the Exchange 2010 Client Access server.
- 7) Transfer OWA, ActiveSync, Exchange Web Services and possible Outlook Anywhere traffic to new CAS servers and reconfigure Exchange 2007 service URLs.
- 8) Configure the Exchange 2010 Hub Transport servers.
- 9) Transfer inbound and outbound mail traffic to the 2010 Hub Transport servers.
- 10) Configure the Unified Messaging servers.
- 11) Install Exchange 2010 DAG mailbox servers.
- 12) Create public folder replicas on Exchange 2010 servers using AddReplicatoPFRe-cursive.ps1 or Exchange 2010 Public Folder tool.
- 13) Move mailboxes to Exchange 2010 using Move Mailbox Wizard or PowerShell.
- 14) Rehome the Offline Address Book (OAB) generation server to Exchange Server 2010.
- 15) Transfer all Public Folder Replicas to Exchange Server 2010 Public folder store(s) only.
- 16) Delete Public and Private Information Stores from Exchange 2007 server(s).
- 17) Uninstall all Exchange 2007 servers.

Management during Co-existence:

The Exchange Management Console (EMC) is available in both Exchange Server 2010 and Exchange Server 2007. The following lists the tasks and actions that can be performed using the EMC in either Exchange 2010 or Exchange 2007:

- Actions that create objects, such as new mailboxes or a new offline address book (OAB), can only be performed on a version of the EMC that's the same as the target object. For example, creating a mailbox on an Exchange 2007 Mailbox server must be performed with the EMC in Exchange 2007.
- The following applies:
 - Exchange 2007 Mailbox databases can't be managed from the EMC in Exchange 2010, although these databases can be viewed.
 - The EMC in Exchange 2010 can't enable or disable Exchange 2007 Unified Messaging mailboxes.
 - The EMC in Exchange 2010 can't manage Exchange 2007 mobile devices.
- Actions that require viewing of objects can be performed from any version of the EMC to any version of Exchange objects, with a few exceptions:
 - Exchange 2010 and Exchange 2007 transport rule objects can only be viewed from their corresponding version of the EMC.
 - Exchange 2010 and Exchange 2007 servers can only be viewed from their corresponding version of the EMC.
 - The Queue Viewer tool in the EMC in Exchange 2010 can't connect to an Exchange 2007 server to view queues or messages.
- You can't use message tracking configuration tasks between Exchange 2010 and Exchange 2007. You must use Exchange 2007 messaging tracking tools within your Exchange 2007 servers, and Exchange 2010 messaging tracking tools within your Exchange 2010 servers.

The following is a list of Exchange 2010-only and Exchange 2007-only objects. These objects are available for viewing, managing, and creating only in the corresponding version of the EMC.

Exchange 2007 objects no longer present in Exchange 2010:

- Storage groups
- Exchange Administrators
- WebDAV

Exchange 2010 Management Console-only objects:

- Database availability group
- Certificate creation
- Database copies

- Federation trust
- Sharing relationships
- Sharing policies
- Microsoft Office Outlook Web App mailbox policies
- Customer Experience Program properties

Following table shows what is supported and what is not between different versions of EMC:

2007 Object	EMC on 2007	EMC on 2010
View Users, Contact, DDL	Supported	Supported
Manage Users, Contacts, DDL	Supported	Supported
Provision (Create) mailboxes	Supported	Not Supported
View Mailboxes	Supported	Supported
Manage Mailboxes (Edit/Remove)	Supported	Supported
Manage Mobile Devices	Supported	Not Supported
Import MBX from PST and Export to 2007 (Open Issue)	Supported	Supported
View Disconnected MBXs	Supported	Supported
Connect Disconnected Mailbox	Supported	Not Supported
Connect to Public Folder DB	Supported	Supported
Manage Send As permissions	Supported	Supported
manage Full Access permissions	Supported	Supported
Enable/Disable UM	Supported	Not Supported
Manage Global Objects (Address Lists/GALs)	Supported	Supported
Provision (Create) OAB	Supported	Not Supported
View OAB	Supported	Supported
Manage EAP	Supported	Supported
Manage MRM Objects (Default folders, custom folders, mailbox policies)	Supported	Supported
View Transport Rules & Journal Rules	Supported	Not Supported
Manage remote domains, accepted domains, send connectors, Edge subscriptions	Supported	Supported
View UM Dial Plans,UM IP Gateways,UM Mailbox,UM Auto	Supported	Supported

Attendants		
Manage UM Dial Plans,UM IP Gateways,UM Mailbox,UM Auto Attendants	Supported	Supported
Manage Active Sync Mailbox Policies	Supported	Supported
View per-server objects (Servers, Virtual directories,POP3,IMAP4,Receive Connectors)	Supported	Not Supported
Manage Databases	Supported	Not Supported
View Databases	Supported	Not Supported
2010 Object	EMC on 2007	EMC on 2010
View Users, Contact, DDL	Supported	Supported
Manage Users, Contacts, DDL	Not Supported	Supported
Provision (Create) mailboxes	Not Supported	Supported
View Mailboxes	Supported	Supported
Manage Mailboxes (Edit/Remove)	Not Supported	Supported
Manage Mobile Devices	Not Supported	Supported
Import MBX from PST and Export to 2007 (Open Issue)	Not Supported	Supported
View Disconnected MBXs	Supported	Supported
Connect Disconnected Mailbox	Not Supported	Supported
Connect to Public Folder DB	Not Supported	Supported
Manage Send As permissions	Supported	Supported
Manage Full Access permissions	Not Supported	Supported
Enable/Disable UM	Not Supported	Supported
Manage Global Objects (Address Lists/GALs)	Supported	Supported
Provision (Create) OAB	Not Supported	Supported
View OAB	Supported	Supported
Manage EAP	Supported	Supported
Manage MRM Objects (Default folders, custom folders, mailbox policies)	MRM V2 components are not exposed in the EMC on 2007, only V1 components (managed folders, content settings, policy).	Supported

View Transport Rules & Journal Rules	Not Supported	Supported
Manage remote domains, accepted domains, send connectors, Edge subscriptions	Supported	Supported
View UM Dial Plans, UM IP Gateways, UM Mailbox, UM Auto Attendants	Supported	Supported
Manage UM Dial Plans, UM IP Gateways, UM Mailbox, UM Auto Attendants	Not Supported	Supported
Manage Active Sync Mailbox Policies	Supported	Supported
View per-server objects (Servers, Virtual directories, POP3, IMAP4, Receive Connectors)	Not Supported	Supported
Manage Databases	Not Supported	Supported
View Databases	Not Supported	Supported
2010 Object	EMC on 2007	EMC on 2010
View Users, Contact, DDL	Supported	Supported
Manage Users, Contacts, DDL	Not Supported	Supported
Provision (Create) mailboxes	Not Supported	Supported
View Mailboxes	Supported	Supported
Manage Mailboxes (Edit/Remove)	Not Supported	Supported
Manage Mobile Devices	Not Supported	Supported
Import MBX from PST and Export to 2007 (Open Issue)	Not Supported	Supported
View Disconnected MBXs	Supported	Supported
Connect Disconnected Mailbox	Not Supported	Supported
Connect to Public Folder DB	Not Supported	Supported
Manage Send As permissions	Supported	Supported
Manage Full Access permissions	Not Supported	Supported
Enable/Disable UM	Not Supported	Supported
Manage Global Objects (Address Lists/GALs)	Supported	Supported
Provision (Create) OAB	Not Supported	Supported
View OAB	Supported	Supported
Manage EAP	Supported	Supported
Manage MRM Objects (Default folders,	MRM V2 components are	Supported

custom folders, mailbox policies)	not exposed in the EMC on 2007, only V1 components (managed folders, content settings, policy).	
View Transport Rules & Journal Rules	Not Supported	Supported
Manage remote domains, accepted domains, send connectors, Edge subscriptions	Supported	Supported
View UM Dial Plans,UM IP Gateways,UM Mailbox,UM Auto Attendants	Supported	Supported
Manage UM Dial Plans,UM IP Gateways,UM Mailbox,UM Auto Attendants	Not Supported	Supported
Manage Active Sync Mailbox Policies	Supported	Supported
View per-server objects (Servers, Virtual directories, POP3, IMAP4, Receive Connectors)	Not Supported	Supported
Manage Databases	Not Supported	Supported
View Databases	Not Supported	Supported

2010 Object	EMC on 2007	EMC on 2010
View Users, Contact, DDL	Supported	Supported
Manage Users, Contacts, DDL	Not Supported	Supported
Provision (Create) mailboxes	Not Supported	Supported
View Mailboxes	Supported	Supported
Manage Mailboxes (Edit/Remove)	Not Supported	Supported
Manage Mobile Devices	Not Supported	Supported
Import MBX from PST and Export to 2007 (Open Issue)	Not Supported	Supported
View Disconnected MBXs	Supported	Supported
Connect Disconnected Mailbox	Not Supported	Supported
Connect to Public Folder DB	Not Supported	Supported
Manage Send As permissions	Supported	Supported
Manage Full Access permissions	Not Supported	Supported

Enable/Disable UM	Not Supported	Supported
Manage Global Objects (Address Lists/GALs)	Supported	Supported
Provision (Create) OAB	Not Supported	Supported
View OAB	Supported	Supported
Manage EAP	Supported	Supported
Manage MRM Objects (Default folders, custom folders, mailbox policies)	MRM V2 components are not exposed in the EMC on 2007, only V1 components (managed folders, content settings, policy).	Supported
View Transport Rules & Journal Rules	Not Supported	Supported
Manage remote domains, accepted domains, send connectors, Edge subscriptions	Supported	Supported
View UM Dial Plans, UM IP Gateways, UM Mailbox, UM Auto Attendants	Supported	Supported
Manage UM Dial Plans, UM IP Gateways, UM Mailbox, UM Auto Attendants	Not Supported	Supported
Manage Active Sync Mailbox Policies	Supported	Supported
View per-server objects (Servers, Virtual directories, POP3, IMAP4, Receive Connectors)	Not Supported	Supported
Manage Databases	Not Supported	Supported
View Databases	Not Supported	Supported

Move Mailbox

Exchange Server 2007 EMC **cannot** move an Exchange Server 2007 mailbox to an Exchange Server 2010 server, or move an Exchange Server 2010 mailbox to an Exchange Server 2010/Exchange Server 2007 server.

Exchange Server 2010 EMC **can** move an Exchange Server 2010/Exchange Server 2007 mailbox to an Exchange Server 2010/Exchange Server 2007 server.

- When an Exchange Server 2007 mailbox is moved to an Exchange Server 2010 sever, the mailbox is upgraded to Exchange Server 2010 version. After the version upgrade, the mailbox should still work with the associated policies (ActiveSync, OWA, UM, etc.) that are in a down-version. (Open Issue)
- When moved back to an Exchange Server 2007 server from an Exchange Server 2010 server, the mailbox is downgraded to Exchange Server 2007.

Move OAB:

Exchange Server 2010 EMC can move an Exchange Server 2007 OAB to an Exchange Server 2010 server.

Exchange Server 2010 EMC can move an Exchange Server 2010 OAB to an Exchange Server 2007 server.

Send Connector Source/Send Server:

Exchange Server 2007 EMC can set either an Exchange Server 2007 or Exchange Server 2010 transport server as the source server of a send connector.

Exchange Server 2010 EMC can set either an Exchange Server 2010 or Exchange Server 2007 transport server as the source server of a send connector.

Queue Viewer:

Exchange Server 2007 Queue Viewer snap-in cannot connect to an Exchange Server 2010 server to view Exchange Server 2010 queues or messages.

Exchange Server 2010 Queue Viewer snap-in cannot connect to an Exchange Server 2007 server to view Exchange Server 2007 queues or messages.

Organization Configuration:

Organization objects are global in nature and can be managed using both versions of management tools with some specific exceptions.

Exchange 2010 mailbox and public folder databases only appear under the Organization Configuration node in the Exchange 2010 EMC.

Exchange 2007 mailbox and public folder databases appear under the Server Configuration node in Exchange 2007 EMC.

Messaging Records Management features for Exchange 2010 (MRM v2) only appear under the Organization Configuration node in the Exchange 2010 EMC. MRM v1 features appear in both versions and can be managed from both tools.

Server Configuration

Server management is very clear in EMC interoperability scenarios. Exchange 2007 servers do not appear in the result pane of the Exchange 2010 EMC and vice versa.

Recipient Configuration:

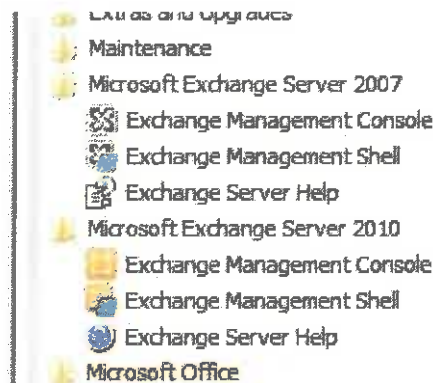
Recipient Objects that are created with Exchange 2007 management tools can be managed using both tool sets.

Recipient Objects that are created using Exchange 2010 management tools can only be managed using Exchange 2010 management tools.

The limitations on EMC are the same as using relevant commands with Exchange Management Shell.

1.1 Side-by-side management

It is possible to install Exchange 2010 Management tools on a management workstation together with Exchange 2007 Management tools.



To use this side-by-side EMC feature, the Exchange 2007 EMC must first be installed on a non-Exchange administrative machine. After the Exchange 2007 EMC is installed, you can then install the Exchange 2010 EMC to run in a side-by-side scenario

Prerequisites for Side-by-Side Deployment:

The following Windows operating systems are supported for the Exchange Management Tool role:

- Windows Vista SP2 x64 bit
- Windows 2008 SP2 x64 bit

The prerequisites for installing Exchange 2007 and Exchange 2010 Management tools in a side-by-side deployment are:

- a. .Net Framework 3.5 and 3.5 SP1
- b. Windows Remote Management v2.0
- c. Windows PowerShell v2.0
- d. Windows Installer version 4.5 is required to install Exchange 2007 SP2 on Vista SP2, but is not required on Windows Server 2008 SP2 because it is already included.

- e. Internet Information Services (IIS) features **IIS 6 Metabase Compatibility** (Web-Metabase) and **IIS 6 Management Console** (Web-Lgcy-Mgmt-Console).

SMTP Coexistence

EDGE sync removal

If Exchange 2007 EDGE servers are better to be removed before any Exchange 2010 HUB Transport server is installed. This is because when installing the first Exchange 2010 Hub Transport server, it would recognize and take over edge synchronization and replicate all EdgeSync data.

Later that EdgeSync Subscription would need to be removed from Exchange 2010 Hub Transport server, if EDGE is not removed before first 2010 Hub Transport role install.

HUB Transport coexistence

You can add an Exchange 2010 Hub Transport server to an existing Exchange organization after you successfully deploy Exchange 2010 Client Access servers. After you introduce Exchange 2010 Hub Transport servers to your Exchange 2007 environment, you still need to maintain your Exchange 2007 Hub Transport servers.

Exchange 2010 Mailbox servers can only communicate with Exchange 2010 Hub Transport servers, and Exchange 2007 Mailbox servers can only communicate with Exchange 2007 Hub Transport servers.

Therefore, you need to keep Exchange 2007 HUB server role as long as you have any Exchange 2007 mailbox roles deployed.

When Exchange 2010 Hub Transport roles are installed and configured and WNLB settings made, we can then change DNS records for SMTP applications to point to Exchange 2010 Hub Transport WNLB addresses.

Smtp.domain.com need to be a SMTP virtual server instance configured with anonymous authentication.

Before pointing DNS record smtp.domain.com to Exchange 2010, If can test the individual applications by using hosts file on the application server/workstation for redirecting SMTP traffic to new Exchange 2010 SMTP NLB address.

After all apps are tested, the global DNS change can be done.

You would need to add the needed new Exchange 2010 servers as source servers for send- and receive connectors to Exchange 2010 servers separately.

Transport rules

When installing Exchange 2010, if the Setup program detects the existence of Exchange 2007 transport rules, these legacy rules are automatically exported to a temporary location and subsequently imported to the Exchange 2010 transport rule container in Active Directory. This process happens automatically without any user interaction

Note: When later managing the rules, any changes you make must be made twice; once with

Exchange 2010 management tools, and once with Exchange 2007 management tools.

DSN settings changes

In Exchange 2010, the internal and external DSN (Delivery Status Notification) settings are configured for your entire Exchange organization.

In Exchange 2007, these settings were configured on a per-server basis.

As a result, these settings are stored in different configuration objects in Active Directory, and just like transport rules, need to be managed separately in a coexistence scenario.

Specifically, the following settings were moved from the **Set-TransportServer** cmdlet to the **Set-TransportConfig** cmdlet in Exchange 2010:

- ExternalDelayDsnEnabled
- ExternalDsnDefaultLanguage
- ExternalDsnLanguageDetectionEnabled
- ExternalDsnMaxMessageAttachSize
- ExternalDsnReportingAuthority
- ExternalDsnSendHtml
- ExternalPostmasterAddress
- InternalDelayDsnEnabled
- InternalDsnDefaultLanguage
- InternalDsnLanguageDetectionEnabled
- InternalDsnMaxMessageAttachSize
- InternalDsnReportingAuthority
- InternalDsnSendHtml

When setting or changing these settings, you must make the change once for the organization using the **Set-TransportConfig** cmdlet in the Exchange 2010 Shell and once for each Exchange 2007 Hub Transport server in the organization using the **Set-TransportServer** cmdlet in the Exchange 2007 Shell.

CAS Server coexistence

Exchange 2010 CAS roles can coexist with Exchange 2007 CAS.

After installing Exchange 2010 CAS roles, and configuring WNLB networks, all https client traffic should be directed to Exchange 2010 CAS servers, that will proxy or redirect traffic to Exchange 2007 CAS servers when needed, depending where the users mailbox resides.

The process goes following:

1. User will open his favorite web browser and access the URL <https://webmail.domain.com/owa>.
2. The user will enter his credentials in the forms based authentication dialog.
3. CAS2010 will authenticate the user and access Active Directory and retrieve the following information:
 1. User's mailbox version

2. User's mailbox location (AD Site)
3. The External URL of Exchange 2007 Client Access Server(s) OWA virtual directory located within the mailbox's AD site (if it exists)
4. One of three scenarios will happen:
 1. If the mailbox is local, CAS2010 will retrieve and render the user's mailbox data from the Exchange 2010 mailbox server and provide the data view back to the user.
 2. If the mailbox is not local and an External URL is specified on the Client Access server(s) in the target AD site, CAS2010 will then redirect the user's browser session to the specified External URL. The user will then enter his credentials into the forms based authentication dialog on the target (redirected) CAS. This CAS will authenticate the user, retrieve and render the user's mailbox data from the mailbox server and provide the data view back to the user.
 3. If the mailbox is not local and an External URL is NOT specified on the Client Access server(s) in the target AD site, CAS2010 will then proxy the session to a CAS2010 server in the appropriate Active Directory site.

How to do the redirection is explained here below for each service:

This direction must be done before any mailboxes are moved to Exchange 2010. Also, when the direction is done, the Exchange 2010 CAS role servers becomes fully loaded by all If OWA clients and http operations and therefore must be configured to handle the full client load.

It is recommended also to enable Kerberos authentication behind NLB CAS Array, some actions need to be performed. This includes creating a new Service Account into AD.

OWA

IF is currently using <https://webmail.domain.com> for OWA access in Exchange 2007.

When this name must be directed to new Exchange 2010 CAS servers, it is required to create a legacy DNS name for redirection to old Exchange 2007 CAS servers.

IF has decided to use <https://legacy.domain.com> for that redirection.

When moving to Exchange 2010, following steps are required after Exchange 2010 CAS roles are installed:

1. Obtain a exportable digital certificate for Exchange 2010 CAS role server that contains among others, both names **webmail.domain.com** and **legacy.domain.com**. All needed names for the certificate can be found in the "If Exchange 2010 Architecture" document.

This certificate could contain all needed names and then it could be exported to all other Exchange 2010 and also to 2007 CAS servers.

Note that current IF Exchange 2007 servers are using server names in e.g. OWA configurations, and not NLB names webmail.domain.com as proposed in Exchange 2007 architecture document.

When deploying new certificates to Exchange 2007 servers, this must be taken into consideration in SAN field in the certificate.

2. Install that certificate on both Exchange 2010 CAS servers as well as Exchange 2007 CAS servers.
3. Create a DNS record for **legacy.domain.com** and point it to Exchange 2007 CAS NLB IP address.
4. Configure all 4 Exchange 2010 CAS servers Exchange 2010 OWA internalURL.

Set-OWAVirtualDirectory -Id Server2010\OWA -InternalURL <https://webmail.domain.com/owa>

5. Configure both Exchange 2007 servers OWA internal and externalURL:

Set-OWAVirtualDirectory -Id CAS-Server\OWA -InternalURL <https://legacy.domain.com/owa> -ExternalURL <https://legacy.domain.com/owa>

Make sure authentication methods match on Exchange 2010 and 2007 OWA Virtual Directories to have single sign-on. Both must have same auth settings be e.g. forms based.

6. Copy the Exchange 2007 OWA binaries to all CAS2010 servers:

On the CAS2010 server(s), establish a connection to the CAS2007 server's drive that contains the Exchange binaries and navigate to the \Client Access\OWA directory (e.g. \\cas2007\c\$\Program Files\Microsoft\Exchange Server\Client Access\Owa).

Copy the highest version folder (e.g. 8.2.140.0) from the CAS2007 to CAS2010 Exchange binaries \Client Access\OWA directory (e.g. C:\Program Files\Microsoft\Exchange Server\V14\ClientAccess\Owa).

Finally Execute IISReset -noforce on all the CAS2010 machines (you should do all the other Virtual Directory changes below also before IISReset).

Note: Later when Service Packs might change these files on Exchange 2007, you would need to redo the copy process to keep both Exchange 2007 and 2010 file versions the same.

7. Change DNS record for webmail.domain.com to point to Exchange 2010 CAS NLB IP address.

(Note: do this only after you have configured all the rest of other Exchange 2010 services below. For testing from a workstation, you should use first hosts file to redirect webmail.domain.com to Exchange 2010 CAS NLB IP address, before changing DNS for all clients. Test carefully that all services work for both Exchange 2007 user and Exchange 2010 user.)

8. Create also publishing rule for <https://legacy.domain.com> on If TMG server and point it to Exchange 2007 CAS for internet access. Reconfigure existing publishing rule to point to Exchange 2010 CAS and allow single sign-on for if.eu in TMG.

How to configure TMG is out of scope of this documentation.

9. Test, that Exchange 2007 mailbox user can access the mailbox using familiar <https://webmail.domain.com/owa>.

10. Move a mailbox to Exchange 2010 server, and test that the moved user can still access the mailbox with OWA using the same URL.

ActiveSync

For **Activesync** the configuration is quite similar than for owa.

All **Exchange** 2010 CAS server settings must be configured as:

```
Set-ActiveSyncVirtualDirectory -Id Server2010/Microsoft* -InternalURL  
https://webmail.domain.com/Microsoft-Server-ActiveSync -ExternalURL  
https://webmail.domain.com/Microsoft-Server-Activesync
```

Exchange 2007 CAS server settings must be configured as:

```
Set-ActiveSyncVirtualDirectory -Id CAS-Server/Microsoft* -InternalURL  
https://legacy.domain.com/Microsoft-Server-ActiveSync -ExternalURL:$null
```

This is recommended scenario, when phones don't support http 451 redirect command, so this will force ActiveSync clients to be proxied by Exchange 2010 (not redirected).

Other option would be to configure Exchange 2007 CAS for redirection as:

```
Set-ActiveSyncVirtualDirectory -Id CAS-Server/Microsoft* -InternalURL  
https://legacy.domain.com/Microsoft-Server-ActiveSync -ExternalURL  
https://legacy.domain.com/Microsoft-Server-ActiveSync
```

In case proxying would not work for all clients, redirection could be used.

Since Activesync clients are redirected to <https://legacy.domain.com> if their mailboxes are still on Exchange 2007, If need to add DNS resolution for this name and allow traffic thru TMG server, like in this documents OWA section.

When moving a user's mailbox from Exchange 2007 to Exchange 2010, some users might be prompted to perform a full synchronization of their mailbox. This is a requirement for many mobile phones and only occurs during the first synchronization of the user phone after the mailbox is moved.

Exchange Web Services (EWS)

All Exchange 2010 CAS server settings must be configured as:

```
Set-WebServicesVirtualDirectory -Id Server2010/EWS* -InternalURL  
https://webmail.domain.com/EWS/Exchange.asmx
```

Both Exchange 2007 CAS server settings must be configured as:

```
Set-WebServicesVirtualDirectory -Id CAS-Server/EWS* -InternalURL  
https://legacy.domain.com/EWS/Exchange.asmx -ExternalURL  
https://legacy.domain.com/EWS/Exchange.asmx
```

Additionally for If business applications If has created new Virtual Directories for EWS with anonymous authentication settings that are used by these applications.

These needs to be recreated also to Exchange 2010 CAS servers.

How to perform the transition and how to choose the URLs is dependent on the applications capabilities on how they manage URL redirections and mailbox moves. Therefore, setting the URLs of these directories might not have same effects than the other above tested scenarios.

Setting application Virtual Directories requires separate application testing during coexistence phase at If.

Offline Address Book (OAB)

All Exchange 2010 CAS server settings must be configured as:

Set-OabVirtualDirectory -Id Server2010/OAB* -InternalURL <https://webmail.domain.com/OAB>

Exchange 2007 CAS server settings must be configured as:

Set-OabVirtualDirectory -Id CAS-Server/OAB* -InternalURL <https://legacy.domain.com/OAB> -ExternalURL <https://legacy.domain.com/OAB>

Change Offline Address Book Generation server

When if still needs Outlook 2003 client support for OAB, then Public Folder distribution must be enabled. If this will be the case, then before doing these steps, if need to replicate the Offline Address Book System Public Folders to Exchange 2010 PF servers before continuing.

If no Public Folders are needed, these steps below can be done immediately.

Change the offline address book generation server from 2007 to a 2010 server and enable Web distribution on all Exchange 2010 Client Access servers.

When enabling web-based distribution, CAS servers will take of replicating the files to each other from the one where they are generated.

If Public Folders are needed, check also the 'Enable Public Folder distribution'.

Exchange Control Panel (ECP)

Exchange Control Panel is a new feature on Exchange 2010 and is not a subject of coexisting.

However, when setting up internalURLs on Exchange 2010 services, If should also set ECP on all 4 CAS servers to use the same URL as other services:

Set-EcpVirtualDirectory -Id server/ECP* -InternalURL <https://webmail.domain.com/ECP>

Auto discovery

What auto discovery does?

- Automatically configures user profile settings for clients running Microsoft Office Outlook 2007 or Outlook 2010, as well as supported mobile phones. Phones running Windows Mobile 6.1 or a later version are supported. If your phone isn't a Windows Mobile phone, check your mobile phone documentation to see if it's supported.
- Provides access to Exchange features for Outlook 2007 or Outlook 2010 clients that are connected to your Exchange messaging environment.
- Uses a user's e-mail address and password to provide profile settings to Outlook 2007 or Outlook 2010 clients and supported mobile phones. If the Outlook client is joined to a domain, the user's domain account is used.

Domain joined Outlook Clients request the autodiscovery service from Active Directory SCP record.

SCP must be set on all 4 CAS servers using **Set-ClientAccessServer** cmdlet after all above web services configurations are done:

```
Get-ClientAccessServer Server2010 | Set-ClientAccessServer -AutoDiscoverServiceInternalUri
https://webmail.domain.com/Autodiscover/Autodiscover.xml
```

Note: Since same DNS name (webmail.domain.com) is used on Exchange 2007, new Exchange 2010 servers start to provide autodiscovery services not before internal DNS record for webmail.domain.com has been changed to Exchange 2010 CAS NLB IP address.

Non- domain joined and Internet clients (e.g. mobile clients at If) uses DNS to request autodiscovery service on CAS servers IIS by using **the** primary SMTP domain address from the user's e-mail address, e.g.

<https://domain.com/autodiscover/autodiscover.xml> or
<https://autodiscover.domain.com/autodiscover/autodiscover.xml>

If has not currently enabled, this IIS based autodiscovery.

It is recommended for If to implement autodiscovery for external (e.g. mobile phones) and non-domain joined clients. This could be done by using SRV record when having multiple SMTP domains for end users. SRV records should be created both in internal DNS as well as external DNS zones.

If SRV record method is chosen, If can ignore the need for adding names into certificates for autodiscover.if.se, autodiscover.if.no, etc... and just use autodiscover.if.eu, and created SRV record for each country specific domain.

Autodiscovery service will be automatically running on new Exchange 2010 servers.

After configuring all Exchange service above, If should test coexistence carefully and after testing change autodiscovery connection point for all clients by changing webmail.domain.com DNS records to point to Exchange 2010 CAS NLB IP address.

POP3 and IMAP4

Exchange 2010 CAS role server can redirect POP3 and IMAP4 clients using Exchange 2007 mailboxes in the same AD site without any specific settings.

There is no externalURL settings needed on POP3 or IMAP4.

The clients are pointed to Exchange 2010 CAS server when changing the DNS record for pop.domain.com and imain.domain.com.

For testing before global DNS change, local hosts file can be used.

Mailbox Move

Exchange 2010 has new capabilities when moving mailboxes. The Microsoft Exchange Mailbox Replication service is responsible of the move processing.

There are many benefits to having the mailbox moves carried out by this service:

- Mailboxes can now be moved online whilst the users are logged into them. (Source mailbox must be running Exchange 2007 SP2 or later, or Exchange 2010).
- Items in the dumpster are now moved as part of the process.

- The mailbox contents are no longer processed by the computer running the move process. In Exchange 2010 moves are performed by the Microsoft Exchange Mailbox Replication service running on the Client Access Server.

Note: The Move request must be initiated with Exchange 2010 EMC or Shell. You can't move the mailbox from Exchange 2007 using Move-Mailbox cmdlet. You must use New-MoveRequest cmdlet from Exchange 2010 server.

After all mailboxes are moved to Exchange 2010 you would still need to keep Exchange 2007 mailbox servers running a few weeks so that all Outlook clients has once logged on to their mailboxes and got the new referral in Outlook profile configuration to new Exchange 2010 mailbox.

SMTP using applications

Those if applications that just send SMTP via existing Exchange 2007 Hub Transport servers, should be most easy to coexist.

If the apps are using DNS names smtp.domain.com, a simple DNS change to point to Exchange 2010 Hub Transport role server NLB address should be sufficient.

Possible static IP addresses in applications need to be changed.

Applications should be tested individually at any time new Exchange 2010 SMTP is running in production.

Outlook client based applications

Some applications use client side Outlook software to integrate.

When existing Outlook version is updated, these applications should be tested individually by customer.

Phase 2: Exchange 2010 to Exchange 2016 upgrade.

Step 1: Prepare AD

Step 2: Install new Exchange 2016 Server in Exchange 2010 Environment.

Step 3: Prepare the Namespace in Exchange 2016 for client connectivity.

Configure Internal URL

Configure External URL

Add the Exchange Certificate.

Step 4: **Configure DAG in Exchange 2016 with File Share witness and at least one passive copy.**

Step 5: **Configure Outlook Anywhere:**

We will be using Outlook Anywhere in your Exchange 2010 environment; we will need to enable and configure Outlook Anywhere on all Exchange 2010 servers in our organization. This will allow Exchange 2016 servers to proxy connections to Exchange 2010 servers. When we use the steps below to configure Outlook Anywhere, the following configuration is set on each Exchange 2010 server:

- The Outlook Anywhere external URL is set to the external host name of the Exchange 2016 server.
- Client authentication, which is used to allow clients like Outlook 2016 to authenticate with Exchange, is set to Basic.
- Internet Information Services (IIS) authentication, which is used to allow Exchange servers to communicate, set to NTLM and Basic.

Step 6: Configure service connection point (SCP)

Autodiscover uses an Active Directory object called the service connection point (SCP) to retrieve a list of Autodiscover URLs for the forest in which Exchange is installed. When you install Exchange 2016, you need to update the SCP object to point to the Exchange 2016 server. This is necessary because Exchange 2016 servers

provide additional Autodiscover information to clients to improve the discovery process.

Step 7: Configure DNS records

The step is to change your DNS records to direct connections to your new Exchange 2016 server. You'll move the host names (for example, Webmail.domain.com) users have been using to connect to Outlook Web Access (now known as Outlook on the web in Exchange 2016), Autodiscover, and so on, from your Exchange 2010 server to your Exchange 2016 server. When an Exchange 2010 user tries to open their mailbox, the Exchange 2016 server will proxy the request and communicate with the Exchange 2010 server on their behalf. Configuring DNS includes the following:

Point the below records to the exchange 2016 servers,

Autodiscover.domain.com → Webmail.domain.com

Once DNS Records pointed to Exchange 2016, you can still see the mailboxes of the Exchange 2010 getting connected without any issues.

Step 8: Move mailboxes from 2010 Database to Exchange 2016 Database.

After you moved the Microsoft Exchange system mailbox to Exchange 2016, you'll also be able to successfully perform the following administrative tasks:

- Run the Search-AdminAuditLog cmdlet.
- Export the administrator audit log in the EAC.
- Successfully create and start eDiscovery searches by using the EAC or the Shell in Exchange 2016.

Migration Timeline:

For getting a predictable timeline for how long the migration will take, we will do complete sizing of the migration before it happens. Sizing of migration will be done by performing a test migration ahead of time and using the statistics generated to extrapolate duration and speed.

Migration Window:

Migration activity will be done in below mentioned window:

- There will be phased migration approach.
- SBase uses two migration schedules.
 - 1.0 – 95 % of migration
 - 2.95 – 100% of migration.
- Migration activity will start once the necessary infrastructure is set up and ready.
- There will be a partial downtime during migration phase for selective mail box user for whom mail box will be moved to cloud during the migration window.

SBase Technologies team would request City of Biddeford Maine to communicate internally to users for general downtime between during migration week days.

City of Biddeford Responsibilities:

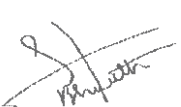
Deliverable	Description of Deliverable Content
Access to Policies & Procedures	Under COBM's IT supervision
Access to Systems & Software	Under COBM's IT supervision
Provide Network diagrams and designs	COBM IT's responsibility
Access to stakeholders' calendars and internal resources	Under COBM IT's supervision

SBase Technologies Responsibilities:

Deliverable	Description of Deliverable Content
Project Status Report	Details all meetings, actions, and risks, which occurred during the project
Project Closure Report	Prepared to confirm that the project has met its objectives
Project Plan	Document from SBase Technologies outlining the project plan
Communication Management Plan	Documented plan on achieving full communication between stakeholders and end-users
Delivery management/Governance Plan	Detailed plan of achieving success through process management with Microsoft, SBase Technologies, and COBM.
Infrastructure build out	Implementation Exchange 2010 and Exchange 2016 and migration from Exchange Server 2007 to Exchange Server 2016.
Migration Plan	Exchange 2007 → Exchange 2010 Exchange 2010 → Exchange 2016
Develop Project Specific Documentation	SBase Technologies will develop specific documentation about the design of the infrastructure, as-built, support of Office 365, and administration of managed services.



Scope Acceptance

Agreed to: City of Biddeford Maine By: <u>SBase Technologies, Inc</u>  Authorized Signature Date : 11 – Nov, 2016 Name (type or print): <u>Bharath. R</u> Address: 600 E Las Colinas Blvd, Ste # 1350, Irving, TX 75039 Mobile: 918-406-6765 Office: 469-844-4833 Fax: 469-461-0771	Agreed to: SBase Technology Partners By: _____ Authorized Signature Date : Name (type or print): _____ Address: _____
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Bills of Material

Role	Configuration	Count
Exchange Server 2010 Enterprise	Hub Transport 12 cores 1 GB per core or 8GB (minimum) Client Access Server 12 cores 2GB per core or 8GB (minimum) Mailbox 12 cores 4GB plus 2-10MB per mailbox	2
Exchange 2016 Enterprise	Processor: - x64 architecture-based computer with Intel processor that supports Intel 64 architecture (formerly known as Intel EM64T) - AMD processor that supports the AMD64 platform - Intel Itanium IA64 processors not supported Memory: Varies depending on Exchange roles that are installed: Mailbox 16GB minimum Edge Transport 8GB minimum Disk space: - At least 30 GB on the drive on which you install Exchange - An additional 500 MB of available disk space for each Unified Messaging (UM) language pack that you plan to install 200 MB of available disk space on the system drive A hard disk that stores the message queue database on with at least 500 MB of free space. Disk Format: Disk partitions formatted as NTFS file systems, which applies to the following partitions: - System partition - Partitions that store Exchange binary files or files generated by Exchange diagnostic logging Disk partitions containing the following types of files can be formatted as ReFS: - Partitions containing transaction log files - Partitions containing database files - Partitions containing content indexing files	2
Windows Server 2012 R2 Datacenter	Processor: 1.4 GHz 64-bit processor RAM: 16 GB. Disk space requirement: 50 GB.	2

References

Reference # 1:

Company Name	Navajo Tribal Utility Authority
Contact Name	Avis Jimm
E-mail Id	avisj@ntua.com
Title	Purchasing Agent

Reference # 2:

Company Name	AdvoCare
Contact Name	Mark Bandurski
E-mail Id	mbandurski@advocare.com
Title	System Administrator

Reference: #3

Company Name	SSATB
Contact Name	Bob Adlema
E-mail Id	radleman@ssat.org
Title	IT Director

Anticipated Project Timeline

Phase 1: Exchange 2007 co-existence with Exchange 2010.

Activity	Start Date	End Date
Defining Solution	Nov 21, 2016	Nov 23, 2016
Set up new Exchange	Nov 24, 2016	Nov 28, 2016
Weekends Nov 26 & Nov 27		
Migration	Nov 29, 2016	Dec 7, 2016
Weekends Dec 3 & Dec 4		

Total Estimated Hours: 104 hours

Phase 2: Migration from Exchange 2010 to Exchange 2016

Activity	Start Date	End Date
Defining Solution	Dec 8, 2016	Dec 12, 2016
Weekends Dec 10 & Dec 11		
Set up new Exchange	Dec 13, 2016	Dec 15, 2016
Migration	Dec 16, 2016	Dec 27, 2016
Weekends & Holidays Dec 17, Dec 18, Dec 24, Dec 25 & Dec 26		

Total Estimated Hours: 104 hours

Pricing

Phase: 1 Exchange 2007 co-existence with Exchange 2010.

Resources Rate Card:

Role	Hourly Rate
Project Manager	\$ 120
Solution Architect	\$ 100
Infrastructure Consultant	\$ 80
Exchange Admin	\$ 70

Total Estimated Pricing for **Phase 1:** \$ 17520

Phase: 2 Migration from Exchange 2010 to Exchange 2016

Resources Rate Card:

Role	Hourly Rate
Project Manager	\$ 120
Solution Architect	\$ 100
Infrastructure Consultant	\$ 80
Exchange Admin	\$ 70

Total Estimated Pricing for **Phase 2:** \$ 17520

LICENSING PRICE:

Item	Quantity	Price (\$)
Microsoft Exchange Server 2016 Standard	1	\$847.00
Microsoft Exchange 2016 Standard CAL's	256	\$17,920.00
Microsoft Windows Server 2012 user CAL's	200	\$9,200.00

Total Licensing Price: \$ 27,967.00

Grand Total (Licensing + Phase 1 + Phase 2): \$ 45,487.00

ERRON
LICENSING NOT INCLUDED
TOTAL IS \$ 63,007.00

17,520
17,520
x 27,967

45,487.00

Assumptions:

- Client should provide all the information about the existing system and technology.
- Any out of project expense and travel should be borne by the client.
- Any licensing which has to be purchased beyond the scope of work and would be priced as per the cost of the license from the particular vendor.
- Any travel or accommodation associated with this project will be charged on actuals to City of Biddeford Maine.

Michael Wilson, Finance Director
PO Box 586, 205 Main St.
Biddeford, ME 04005-0586
Phone: (207) 284-9333 Fax: (207) 571-0667
Email: mwilson@biddefordmaine.org

City of Biddeford Finance Office

Memo

To: Finance Committee
CC: City Council
Date: 11/30/2016
Re: October financial report

The October financial report represents four months into fiscal year 2017.

Total revenues are ahead of last year at this time by a little over \$1 million (\$51,135,376 -\$50,056,054), though they are behind by a little over 2% based on percentage earned. Non-property tax revenues are up by a little over \$146,306 over last year, with City non-property tax revenue slightly behind by a little over \$52,182 over last year. Tax interest revenues (in the Property Taxes line) are running about \$20,000 lower than last year at this time. While Gen. Govt Licenses/Permits/Fees are over the target, they lag behind last year by about 5%. However, almost \$75,000 in permit fees were received in November and another almost \$94,000 in permit fees are expected to be received by Friday. So, it seems to be just a timing issue at this point. Something to keep in mind is that neither the fund balance carry forwards nor the Transfers In have been posted yet for this year. Since the transfers in had been posted at this time last year, that creates just a timing issue with respect to that line item and revenue as a whole. No problems with revenue as a whole are evident at this point in time.

Total expenditures were down from last year at this time by almost \$231,000 and 1.7% (29.1% - 27.4), and well below target. City expenditures were doing just as well, down almost \$216,000 and 3.1% from last year at this time. There are no apparent problems at this point in the year.

Our cash position remains good, as we work toward the next tax collection cycle.

At the end of the month of fall tax collections, our collection rate is doing very well, coming in about where FY2016 was at this time last year (48.16%). The collection rate also exceeds that of FY2013, FY2014 and FY2015.

City of Biddeford
Monthly Financial Reports
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City of Biddeford
Year-to-Date Financial Report - Revenues
Four Months Ended October 31, (unaudited)

Target: 33.3%

FY2017

FY2016

Revenues:	Revised Budget	YTD Revenues	Remaining Budget	% Earned	Revised Budget	YTD Revenues	Remaining Budget	% Earned
Property Taxes	44,246,929	43,688,212	558,717	98.7 %	42,989,487	42,812,778	176,709	99.6 %
Excise Taxes	2,991,000	1,138,732	1,852,268	38.1 %	2,767,000	1,054,182	1,712,818	38.1 %
Registration Fees	59,450	20,503	38,947	34.5 %	56,200	20,233	35,967	36.0 %
Gen. Govt Licenses/Permits/Fees	611,062	213,895	397,167	35.0 %	813,569	326,191	487,378	40.1 %
Pub Svcs Licenses/Permits/Fees	127,818	52,459	75,359	41.0 %	117,596	46,360	71,236	39.4 %
Pub Safety Licenses/Permits/Fees	2,017,995	748,848	1,269,147	37.1 %	1,894,150	580,026	1,314,124	30.6 %
Pub Works Licenses/Permits/Fees	235,000	68,072	166,928	29.0 %	284,150	71,153	212,997	25.0 %
Ed Licenses/Permits/Fees	57,870	8,885	48,985	15.4 %	54,766	12,200	42,566	22.3 %
State Revenue Sharing	1,300,000	440,067	859,933	33.9 %	1,220,000	484,007	735,993	39.7 %
State Homestead Exemption	504,493	297,212	207,281	58.9 %	316,972	239,630	77,342	75.6 %
Gen Govt Intergovernmental	1,500	-	1,500	- %	4,000	-	4,000	- %
Pub Svcs Intergovernmental	79,025	10,094	68,931	12.8 %	63,149	10,639	52,510	16.8 %
Pub Safety Intergovernmental	11,000	1,738	9,262	15.8 %	12,000	1,077	10,923	9.0 %
Pub Works Intergovernmental	210,000	-	210,000	- %	208,264	-	208,264	- %
State Education Subsidy	10,799,304	4,350,259	6,449,045	40.3 %	10,033,904	4,167,713	5,866,191	41.5 %
Education Intergovernmental	186,835	54,153	132,682	29.0 %	240,697	42,621	198,076	17.7 %
State BETE Prog. Reimbursement	281,942	-	281,942	- %	282,271	-	282,271	- %
Investment Income	65,612	2,081	63,531	3.2 %	40,600	10,641	29,959	26.2 %
Gen Govt Other	90,000	31,161	58,839	34.6 %	90,000	6,636	83,364	7.4 %
Pub Svcs Other	38,000	-	38,000	- %	43,000	946	42,054	2.2 %
Pub Works Other	-	820	(820)	- %	-	52	(52)	- %
Education Other	213,961	8,183	205,778	3.8 %	183,332	460	182,872	0.3 %
Use of Education Fund Balance	1,693,744	-	1,693,744	- %	1,339,136	-	1,339,136	- %
Use of Prior Year F/B-City	75,000	-	75,000	- %	-	-	-	- %
Transfers In	466,295	-	466,295	- %	160,660	168,511	(7,851)	104.9 %
TOTAL REVENUES	66,363,835	51,135,376	15,228,459	77.1 %	63,214,903	50,056,054	13,158,849	79.2 %

Total less Property Taxes	21,330,471	7,149,952	14,180,519	33.5%	19,626,173	7,003,646	12,622,527	35.7%
Total Education	12,951,714	4,421,481	8,530,233	34.1%	11,851,835	4,222,993	7,628,842	35.6%
Total City Other	8,378,757	2,728,471	5,650,286	32.6%	7,774,338	2,780,653	4,993,685	35.8%

City of Biddeford
Year-to-Date Financial Report - Expenditures (incl. Encumb.)
Four Months Ended October 31, (unaudited)

Target: 33.3%

FY2017

FY2016

Expenditures:	Revised Budget	YTD Expended	Remaining Budget	% Spent	Revised Budget	YTD Expended	Remaining Budget	% Spent
Mayor/Council	32,340	15,469	16,871	47.8 %	31,318	8,828	22,490	28.2 %
City Manager	280,546	92,114	188,432	32.8 %	241,946	90,175	151,771	37.3 %
City Clerk	266,736	80,620	186,116	30.2 %	300,747	88,285	212,462	29.4 %
Elections & Registrations	19,500	2,674	16,826	13.7 %	27,800	9,389	18,411	33.8 %
Assessing	257,817	68,787	189,030	26.7 %	247,754	76,295	171,459	30.8 %
Finance & Tax	415,620	129,128	286,492	31.1 %	418,589	120,946	297,643	28.9 %
Computer Services	129,838	35,914	93,924	27.7 %	122,040	36,348	85,692	29.8 %
Personnel	116,436	37,780	78,656	32.4 %	121,208	39,385	81,823	32.5 %
Planning & Economic Devel.	453,142	91,093	362,049	20.1 %	328,757	103,397	225,360	31.5 %
Code Enforcement & Inspections	533,014	136,548	396,466	25.6 %	431,478	139,628	291,850	32.4 %
General Administration	2,883,645	848,994	2,034,651	29.4 %	2,468,010	800,015	1,667,995	32.4 %
City Hall Building Maintenance	184,268	41,798	142,471	22.7 %	176,252	47,865	128,387	27.2 %
Private Schools	25,136	-	25,136	- %	25,136	25,136	-	100.0 %
Community Center	246,373	55,559	190,814	22.6 %	257,400	64,249	193,151	25.0 %
Recreation	545,681	232,707	312,974	42.6 %	536,041	202,292	333,749	37.7 %
Health & Welfare	237,796	76,171	161,625	32.0 %	325,464	95,806	229,658	29.4 %
Facilities Management	112,891	35,609	77,282	31.5 %	109,314	33,828	75,486	30.9 %
Social Services	57,000	57,000	-	100.0 %	57,000	52,540	4,460	92.2 %
Municipal Services	746,489	413,939	332,550	55.5 %	658,016	339,496	318,520	51.6 %
Fire Department	4,366,854	1,277,487	3,089,367	29.3 %	4,338,166	1,298,423	3,039,743	29.9 %
Biddeford Pool Fire Department	7,625	424	7,201	5.6 %	8,250	376	7,874	4.6 %
Hills Beach Fire Department	-	-	-	- %	200	58	142	28.9 %
Emergency Management	12,110	2,826	9,284	23.3 %	9,934	3,376	6,558	34.0 %
Hydrant Rental	395,986	98,041	297,945	24.8 %	356,133	119,147	236,986	33.5 %
Police Department	4,882,843	1,533,523	3,349,320	31.4 %	4,358,908	1,268,536	3,090,372	29.1 %
Police Investigative Services	603,800	187,908	415,892	31.1 %	738,610	235,327	503,283	31.9 %
Communications	1,608,061	506,277	1,101,784	31.5 %	1,496,353	532,636	963,717	35.6 %
Animal Control Officer	104,390	37,096	67,294	35.5 %	95,246	30,532	64,714	32.1 %
Street & Traffic Lights	460,000	114,375	345,625	24.9 %	415,000	107,735	307,265	26.0 %
PW admin/Fleet Maint.	1,547,338	464,720	1,082,618	30.0 %	1,497,694	451,663	1,046,031	30.2 %
Public Works Street Maint.	1,992,945	506,818	1,486,127	25.4 %	1,974,366	462,975	1,511,391	23.4 %
Solid Waste Management	1,276,343	355,892	920,451	27.9 %	1,273,659	361,529	912,130	28.4 %
Parks Maintenance	533,396	149,285	384,111	28.0 %	533,138	139,116	394,022	26.1 %
Cemetery	38,217	11,194	27,023	29.3 %	38,500	9,454	29,046	24.6 %
Engineering	212,989	54,746	158,243	25.7 %	204,873	55,135	149,738	26.9 %
GIS Division	82,505	23,610	58,895	28.6 %	81,798	25,252	56,546	30.9 %
County Tax	1,280,453	1,217,090	63,363	95.1 %	1,292,359	1,228,999	63,360	95.1 %
Debt Service - Principal	1,824,708	650,246	1,174,462	35.6 %	1,625,717	573,353	1,052,364	35.3 %
Debt Service - Interest	537,637	268,204	269,433	49.9 %	539,779	243,460	296,319	45.1 %
Transfers Out	600,000	-	600,000	- %	600,000	600,000	-	100.0 %
CIP - General Government	125,000	-	125,000	- %	15,186	13,691	1,495	90.2 %
CIP - Public Services	163,500	801	162,699	0.5 %	49,230	-	49,230	- %
CIP - Public Safety	49,100	15,000	34,100	30.5 %	43,000	-	43,000	- %
CIP - Public Works	363,335	22,500	340,835	6.2 %	93,000	31,210	61,790	33.6 %
Education - Regular Instruction	12,980,301	2,159,411	10,820,890	16.6 %	12,859,828	2,113,859	10,745,969	16.4 %
Education - Special Education	5,750,102	861,733	4,888,369	15.0 %	5,735,323	959,747	4,775,576	16.7 %
Education - Career & Tech. Instr.	2,457,231	549,256	1,907,975	22.4 %	2,137,467	511,265	1,626,202	23.9 %
Education - Other Instruction	565,909	109,044	456,865	19.3 %	554,794	98,140	456,654	17.7 %
Education - Student/Staff Supp.	2,026,946	401,951	1,624,995	19.8 %	1,901,143	375,143	1,526,000	19.7 %
Education - System Admin.	1,064,714	334,284	730,430	31.4 %	946,257	312,300	633,957	33.0 %

City of Biddeford
Year-to-Date Financial Report - Expenditures (incl. Encumb.)
Four Months Ended October 31, (unaudited)

Target: 33.3%

	FY2017				FY2016			
Expenditures:	Revised Budget	YTD Expended	Remaining Budget	% Spent	Revised Budget	YTD Expended	Remaining Budget	% Spent
Education - School Admin.	1,521,062	429,021	1,092,041	28.2 %	1,509,016	433,816	1,075,200	28.7 %
Education - Transportation	1,373,479	317,491	1,055,988	23.1 %	1,327,327	327,726	999,601	24.7 %
Education - Facilities Main.	3,344,571	997,622	2,346,949	29.8 %	2,900,164	1,005,351	1,894,813	34.7 %
Education - Debt Service	4,009,046	1,898,490	2,110,556	47.4 %	4,098,193	1,936,339	2,161,854	47.2 %
Education - All Other	7,601	4,873	2,728	64.1 %	7,916	3,772	4,144	47.7 %
Crossing Guards	-	-	-	- %	-	-	-	- %
Adult Education Programs	649,470	147,908	501,562	22.8 %	674,106	148,603	525,503	22.0 %
TOTAL EXPENDITURES	66,363,835	18,161,054	48,202,781	27.4 %	63,214,903	18,391,951	44,822,952	29.1 %
 TOTAL CITY EXPENDITURES	 30,613,403	 9,949,969	 20,663,434	 32.5%	 28,588,005	 10,165,890	 18,422,115	 35.6%
TOTAL K-12 EXPENDITURES	35,100,962	8,063,176	25,899,970	23.0%	33,977,428	8,077,458	25,899,970	23.8%
Total Operating Departments	60,616,613	15,516,272	45,100,341	25.6%	58,241,616	15,309,202	42,932,414	26.3%
Less Education	24,866,181	7,305,188	17,560,993	29.4%	23,590,082	7,083,141	16,506,941	30.0%

City of Biddeford
Detail of Cash & Investment Account Balances
as of October 31, 2016

G.L. Account	Name	Bank/Broker/Holder	Cusip/Bank Account #	Investment/CD Matures	Interest Rate	Balance
General Fund						
10011-10100	General Checking Account	Peoples United Bank	6500348798			13,936,526.84
10011-VAR	Petty Cash & Cash on Hand	Various Offices	N/A	N/A	0.00%	18,971.10
10011-10140	Certificate of Deposit	Saco & Biddeford Savings	1001280650	11/20/17	1.25%	251,083.79
10011-10140	Certificate of Deposit	Comenity Capital Bank	20033AAP1	11/30/17	0.90%	100,007.40
10011-10140	Certificate of Deposit	Banco Popular	05967ESG5	12/05/17	0.97%	249,589.99
10011-10140	Certificate of Deposit	Community National Bank	20375UBJ6	01/18/18	0.90%	250,000.00
10011-10140	Certificate of Deposit	CIT Bank	17284A5J3	02/21/18	1.10%	248,000.00
10011-10140	Certificate of Deposit	Washington Federal	938828AA8	03/28/18	1.00%	249,000.00
10011-10140	Certificate of Deposit	Oriental Bank	686184TE2	04/19/18	1.00%	200,000.00
10011-10140	Certificate of Deposit	Peoples Choice Credit Union	87929	04/23/18	1.70%	237,541.77
10011-10140	Certificate of Deposit	Cardinal Bank	14147VDP8	05/17/18	0.90%	246,000.00
10011-10140	Certificate of Deposit	Congressional Bank	20726AAD0	05/21/18	0.90%	99,000.00
10011-10140	Certificate of Deposit	Bank Deerfield	061785CJ8	06/11/18	1.25%	198,000.00
10011-10140	Certificate of Deposit	Isabella Bank	464209BY0	06/11/18	1.25%	150,000.00
10011-10140	Certificate of Deposit	Medallion Bank	58403BP34	06/13/18	1.35%	105,000.00
10011-10140	Certificate of Deposit	Third Federal Savings	88413QAE8	06/27/18	1.55%	249,000.00
10011-10140	Certificate of Deposit	Goldman Sachs (formerly GE Capital)	MBS92302	11/15/18	1.70%	91,000.00
10011-10140	Certificate of Deposit	Enterprise Bank & Trust	29367ACP6	02/12/19	1.75%	147,000.00
10011-10140	Certificate of Deposit	Enterprise Bank	29367RGG5	02/28/19	1.55%	248,000.00
10011-10140	Certificate of Deposit	Rollstone Bank & Trust	77579ABH8	02/28/19	1.80%	248,000.00
10011-10141	Certificate of Deposit	Bank of Holland	062649ZW1	03/21/19	1.60%	249,283.79
10011-10140	Certificate of Deposit	HSBC Bank	40434AKG3	05/14/19	1.50%	248,000.00
10011-10140	Certificate of Deposit	BMW Bank	05580AAL8	06/20/19	1.95%	248,000.00
10011-10140	Certificate of Deposit	Morris Bank	618312DH2	06/20/19	1.78%	248,000.00
10011-10140	Certificate of Deposit	American Express Bank	02587CAQ3	08/07/19	2.05%	95,000.00
10011-10140	Certificate of Deposit	Essa Bank & Trust	29667RKP7	12/30/20	2.40%	248,000.00

City of Biddeford
Detail of Cash & Investment Account Balances
as of October 31, 2016

G.L. Account	Name	Bank/Broker/Holder	Cusip/Bank Account #	Investment/CD Matures	Interest Rate	Balance
10011-10140	Brokerage cash accounts					0.00
Total General Fund Cash & Investments						<u>18,858,004.68</u>

City of Biddeford
Capital Projects Analysis (Incl. encumbrances)
General Fund Departments 21201-21204
Year ended 6/30/2017 (As of October 31, 2016)

Account	Description	Beginning Budget	Encumbered/ Expended	Balance Remaining
21201 60962	Election Equipment	25,000.00	-	25,000.00
21201 60963	Software	100,000.00	-	100,000.00
21202 60603	Vehicles Purchase Capital	30,000.00	-	30,000.00
21202 60944	Field & Lining Equipment/Improve	5,000.00	801.11	4,198.89
21202 60964	McArthur Library Improvements	3,500.00	-	3,500.00
21202 60965	Fire Suppression	50,000.00	-	50,000.00
21202 60977	Netting for St. Louis Field	75,000.00	-	75,000.00
21203 60450	Building Repair/Maintenance	3,500.00	-	3,500.00
21203 60966	EMS Monitor, Stretcher & Other	15,000.00	15,000.00	-
21203 60967	Turnout Gear	9,600.00	-	9,600.00
21203 60968	SCBA Bottles	11,000.00	-	11,000.00
21203 60969	Protective Vests Fire/EMS	10,000.00	-	10,000.00
21204 60603	Vehicles Purchase Capital	100,000.00	22,500.00	77,500.00
21204 60604	Road Construction/Improvements	100,000.00	-	100,000.00
21204 60906	Public Works Facility Repairs	16,500.00	-	16,500.00
21204 60970	Thacher Brook Watershed	50,000.00	-	50,000.00
21204 60971	Riverwalk Phase 4	96,835.00	-	96,835.00
		<u>700,935.00</u>	<u>38,301.11</u>	<u>662,633.89</u>

City of Biddeford
Assigned Fund Balance Analysis (Incl. encumbrances)
General Fund Departments 22001-22004
Year ended 6/30/2017 (As of October 31, 2016)

Account	Description	Beginning Budget	Encumbered/ Expended	Balance Remaining	FY 2017 Changes	Available 6/30/2017
22001 60306	OTHER PROFESSIONAL/CONSULT SVS	5,300.00	-	5,300.00	-	5,300.00
22001 60904	CITY HALL IMPROVEMENTS	235,000.00	-	235,000.00	-	235,000.00
22001 60907	IT COMPUTER HARDWARE	3,546.00	1,593.16	1,952.84	-	1,952.84
22001 60916	COMPUTER SOFTWARE & HARDWARE	18,000.00	17,967.80	32.20	-	32.20
22001 60958	COMPREHENSIVE PLAN	2,449.99	-	2,449.99	-	2,449.99
22001 60961	CHARTER REVISION COMMISSION	19,276.27	2,144.38	17,131.89	-	17,131.89
22001 60972	GRANT MATCHING RESERVE	100,000.00	-	100,000.00	-	100,000.00
22001 60974	MISCELLANEOUS RESERVE	135,000.00	-	135,000.00	-	135,000.00
22001 60975	ALLOCATION FOR CAPITAL IMP	28,000.00	-	28,000.00	-	28,000.00
22002 60463	PARK IMPROVEMENTS/AMENITIES	508.00	-	508.00	-	508.00
22002 60912	ST. LOUIS FIELD IMPROV.	12,000.00	-	12,000.00	-	12,000.00
22002 60922	CLIFFORD PARK UPGRADES	3,294.29	-	3,294.29	-	3,294.29
22002 60927	MARTEL FIELD IMPROVEMENTS	5,500.00	-	5,500.00	-	5,500.00
22002 60940	MAY FIELD UPPER DRAINAGE	7,500.00	-	7,500.00	-	7,500.00
22002 60950	ROTARY PARK WATER LINE	13,500.00	-	13,500.00	-	13,500.00
22002 60955	TEEN CENTER BUILDING REPAIRS	2,521.26	-	2,521.26	-	2,521.26
22004 60606	PW SIDEWALK RECONSTRUCTION	278,500.98	22,574.06	255,926.92	-	255,926.92
22004 60607	PW PAVING PROJECTS	96,992.71	105,159.66	(8,166.95)	-	(8,166.95)
22004 60908	GIS SYSTEM	15,007.03	-	15,007.03	-	15,007.03
22004 60914	PROJECT CANOPY	834.00	-	834.00	-	834.00
22004 60919	CONTAINER STORAGE SHED	15,026.00	-	15,026.00	-	15,026.00
22004 60924	ENG: STORMWATER PHASE II	46,779.36	-	46,779.36	-	46,779.36
22004 60933	THACHER BROOK STUDY	32,238.69	-	32,238.69	-	32,238.69
22004 60939	ELM ST. ENGINEERING-PACTS	22,272.98	-	22,272.98	-	22,272.98
22004 60960	RECYCLING EDUCATION	8,048.00	-	8,048.00	-	8,048.00
22004 60973	WATERING VEHICLE	20,000.00	-	20,000.00	-	20,000.00
		1,127,095.56	149,439.06	977,656.50	-	977,656.50

City of Biddeford
Designated Fund Balance Analysis (Incl. encumbrances)
Sewer Operations
Year ended 6/30/2017 (As of October 31, 2016)

Account	Description	Beginning Balance	Encumbered/ Expended	Balance Remaining	FY 2017 Changes	Available 6/30/2017
22005 60306	Professional/Consulting Services	14,433.00	-	14,433.00	-	14,433.00
22005 60452	Operating Equipment Repair	44,568.86	-	44,568.86	-	44,568.86
22005 60457	Road Improvements - Non-capital	16,126.00	-	16,126.00	-	16,126.00
22005 60602	DEP Required Capital Fund	315,462.34	4,130.00	311,332.34	-	311,332.34
22005 60605	Sewer Capital Improvements	1,482,874.67	-	1,482,874.67	-	1,482,874.67
22005 60901	I & I Expense	470,666.40	15,628.41	455,037.99	-	455,037.99
22005 60902	Pump Station Repairs/Upgrades	72,901.94	3,758.95	69,142.99	-	69,142.99
22005 60903	Treatment Plant Improvements	13,153.07	-	13,153.07	-	13,153.07
22005 60957	Lafayette Pump Station Upgrade	8,821.49	-	8,821.49	-	8,821.49
22005 60959	Home Depot Pump Station Upgrade	38,136.94	-	38,136.94	-	38,136.94
22005 60976	Flow Monitoring for Horrigans	38,050.00	-	38,050.00	-	38,050.00
		<u>2,515,194.71</u>	<u>23,517.36</u>	<u>2,491,677.35</u>	<u>-</u>	<u>2,491,677.35</u>

CITY OF BIDDEFORD
 Reconciliation of Tax & Sewer Accounts
 Detail to G.L. @10/31/16

Year	Acct.	Detail Balance	G.L. Balance	Difference G.L.-Detail	Prior Month Detail Balance	Diff. Between Corrected Bal. Prior Month and Current Month	Percent Collected This Month	Percent Collected Since 7/1/2015
Real Estate Liens:								
1981-90	Liens	10011-10281/90	0.00	0.00	0.00	0.00	0.00%	0.00%
1991-2000	Liens	10011-10291/300	27,049.05	27,049.05	0.00	27,130.03	80.98	0.30%
2001	Liens	10011-10301	3,256.62	3,256.62	0.00	3,256.62	0.00	0.00%
2002	Liens	10011-10302	3,315.30	3,315.30	0.00	3,315.30	0.00	0.00%
2003	Liens	10011-10303	3,689.75	3,689.75	0.00	3,689.75	0.00	0.00%
2004	Liens	10011-10304	4,587.96	4,587.96	0.00	4,587.96	0.00	0.00%
2005	Liens	10011-10305	4,610.40	4,610.40	0.00	4,610.40	0.00	0.00%
2006	Liens	10011-10306	4,713.98	4,713.98	0.00	4,713.98	0.00	0.00%
2007	Liens	10011-10307	5,351.34	5,351.34	0.00	5,351.34	0.00	0.00%
2008	Liens	10011-10308	8,355.66	8,355.66	0.00	8,355.66	0.00	0.00%
2009	Liens	10011-10309	22,058.17	22,058.17	0.00	22,121.47	63.30	0.29%
2010	Liens	10011-10310	30,088.76	30,088.76	0.00	30,088.76	0.00	0.00%
2011	Liens	10011-10311	38,458.80	38,458.80	0.00	38,637.12	178.32	0.46%
2012	Liens	10011-10312	45,353.06	45,353.06	0.00	45,353.06	0.00	0.00%
2013	Liens	10011-10313	62,012.19	62,012.19	0.00	62,964.79	952.60	1.51%
2014	Liens	10011-10314	78,350.04	78,350.04	0.00	79,633.89	1,283.85	1.61%
2015	Liens	10011-10315	236,801.40	236,801.40	0.00	245,484.79	8,683.39	3.54%
2016	Liens	10011-10316	523,729.47	523,729.47	0.00	599,835.37	76,105.90	12.69%
	Totals		1,101,781.95	1,101,781.95	0.00	1,189,130.29	87,348.34	7.35%
	Check				0.00			
Prior Personal Property:								
2010	P.P.P.	10011-10210	44,534.41	44,534.41	0.00	44,534.41	0.00	0.00%
2011	P.P.P.	10011-10211	19,363.47	19,363.47	0.00	19,363.47	0.00	0.00%
2012	P.P.P.	10011-10212	26,908.98	26,908.98	0.00	26,908.98	0.00	0.00%
2013	P.P.P.	10011-10213	19,634.29	19,634.29	0.00	19,634.29	0.00	0.00%
2014	P.P.P.	10011-10214	22,154.47	22,154.47	0.00	22,260.06	105.59	0.47%
2015	P.P.P.	10011-10215	9,338.87	9,338.87	0.00	11,078.25	1,739.38	15.70%
2016	P.P.P.	10011-10216	26,420.50	26,420.50	0.00	26,465.91	45.41	0.17%
	Totals		168,354.99	168,354.99	0.00	170,245.37	1,890.38	1.11%
	Check				0.00			
2017	R.E.		22,647,108.10					
2017	P.P.		600,681.92					
		10011-10217	23,247,790.02	23,247,790.02	0.00			
Sewer Liens:								
2010	Liens	16011-10410	3,012.17	3,012.17	0.00	3,012.17	0.00	0.00%
2011	Liens	16011-10411	2,273.87	2,273.87	0.00	2,273.87	0.00	0.00%
2012	Liens	16011-10412	4,684.72	4,684.72	0.00	4,684.72	0.00	0.00%
2014	Liens	16011-10414	8,484.42	8,484.42	0.00	9,544.72	1,060.30	11.11%
2015	Liens	16011-10415	40,471.40	40,471.40	0.00	41,987.61	1,516.21	3.61%
2016	Liens	16011-10416	85,783.24	85,783.24	0.00	92,163.25	6,380.01	6.92%
	Totals		144,709.82	144,709.82	0.00	153,666.34	8,956.52	5.83%
	Check				0.00			
2012	Sewer	16011-10169	(136.99)					
2013	Sewer	16011-10169	(279.25)					
2014	Sewer	16011-10169	0.00					
2015	Sewer	16011-10169	2,614.10					
2016	Sewer	16011-10169	97,662.35					
2017	Sewer	16011-10169	289,109.88					
		16011-10169	388,970.09	388,970.09	0.00			
2008	IPP	16011-10168	0.00					
2015	IPP	16011-10168	0.00					
2016	IPP	16011-10168	21,678.76					
2017	IPP	16011-10168	0.00					
		16011-10168	21,678.76	21,678.76	0.00			
Percentage of Current Taxes Collected								
		Current Tax Commitment	plus: Supplementals	less: Abatements	Total Current Taxes	Curr. Balance Uncollected	Current Taxes Collected	% of Current Collected
Real Estate		43,387,709.33	1,696.04	4,700.03	43,384,705.34	22,647,108.10	20,737,597.24	47.80%
Personal Property		1,415,181.88			1,415,181.88	600,681.92	814,499.96	57.55%
		44,802,891.21	1,696.04	4,700.03	44,799,887.22	23,247,790.02	21,552,097.20	48.11%
								FY13 47.51%
								FY14 47.84%
								FY15 47.84%

CITY OF BIDDEFORD
Statement of Revenues, Expenditures,
and Changes in Fund Balances
General Fund and Components and Long-term Debt Group
As of October 31, 2016

	Fund 001 General Fund	Fund 003 Employee Severance	Operating General Fund
Revenues:			
Taxes (plus overlay, less abatements)	44,822,244.00	-	44,822,244.00
Licenses, permits, fees, special asses	1,112,662.42	-	1,112,662.42
Intergovernmental	5,153,524.34	-	5,153,524.34
Investment Income	2,080.57	-	2,080.57
Other	40,164.75	-	40,164.75
Total revenues	51,130,676.08	-	51,130,676.08
Reconciliation (for Finance Dept. use only):			
Revenue Control Balance - at month end	51,135,376.11	-	51,135,376.11
Less use of prior year fund balance	-	-	-
Add overlay & abatements - G/L acct. 10013-30170	(4,700.03)	-	(4,700.03)
Less operating transfers in	-	-	-
Less lease proceeds	-	-	-
Adjusted Revenue Control to tie to above	51,130,676.08	-	51,130,676.08
Difference	-	-	-
Expenditures:			
Current:			
General Government	1,485,096.09	72,614.60	1,557,710.69
Public Services	907,266.25	-	907,266.25
Public Safety	3,741,630.11	-	3,741,630.11
Public Works	1,545,398.92	-	1,545,398.92
County Tax	1,217,090.48	-	1,217,090.48
Education	8,211,084.32	-	8,211,084.32
Debt Service	802,947.56	-	802,947.56
Total expenditures	17,910,513.73	72,614.60	17,983,128.33
Reconciliation (for Finance Dept. use only):			
Expenditure Control - at month end	17,910,513.73	72,614.60	17,983,128.33
Less use of prior year fund balance	-	-	-
Less operating transfers - out	-	-	-
Adjusted Expenditure Control to tie to above	17,910,513.73	72,614.60	17,983,128.33
Difference	-	-	-
Excess (deficiency) of revenues over (under) expenditures	33,220,162.35	(72,614.60)	33,147,547.75
Other Financing Sources (uses):			
Operating Transfers -in	-	-	-
Operating transfers - out	-	-	-
Proceeds of leases	-	-	-
Use of escrow funds	-	-	-
Use of prior year fund balance	-	-	-
Capital project (expenditures) charged to Designated F.B.	(53,518.73)	-	(53,518.73)
Total other financing sources (uses)	(53,518.73)	-	(53,518.73)
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	33,166,643.62	(72,614.60)	33,094,029.02
Fund Balances, beginning of period, restated	6,818,032.04	-	6,818,032.04
Adjustment to Assigned Fund Balance	(2,100.33)	-	(2,100.33)
Fund Balances, End of Period	39,982,575.33	(72,614.60)	39,909,960.73
To tie to ending fund balance	39,982,575.33	(72,614.60)	39,909,960.73
Difference	-	-	-

CITY OF BIDDEFORD
Balance Sheet
General Fund, Components and Long-term Debt Group
As of October 31, 2016

	Fund 001 General Fund	Fund 003 Employee Severance	Operating General Fund
ASSETS			
Cash and cash equivalents	13,208,820.86	0.00	13,208,820.86
Investments	4,901,502.81	0.00	4,901,502.81
Receivables:			
Taxes Receivable - current	23,247,790.02	0.00	23,247,790.02
Taxes Receivable - prior year	168,354.99	0.00	168,354.99
Tax Liens Receivable - prior year	1,101,781.95	0.00	1,101,781.95
Accounts Receivable	1,397,173.40	0.00	1,397,173.40
Notes Receivable	353,475.45	0.00	353,475.45
Intergovernment receivables	(77,342.00)	0.00	(77,342.00)
Accrued Investment Interest	-	0.00	-
Inventory	164,559.51	0.00	164,559.51
Prepaid Expenses	357,721.24	0.00	357,721.24
TOTAL ASSETS	44,823,838.23	-	44,823,838.23
LIABILITIES			
Accounts payable and other	98,298.94	-	98,298.94
Accrued wages	-	-	-
Deferred Revenue	-	-	-
Unavailable revenue - property taxes	1,463,247.69	-	1,463,247.69
Held for others	400,373.52	-	400,373.52
Interfund loans payable	2,879,342.75	72,614.60	2,951,957.35
TOTAL LIABILITIES	4,841,262.90	72,614.60	4,913,877.50
FUND BALANCES			
Nonspendable:			
Inventory and prepaids	168,525.77	-	168,525.77
Notes receivable	339,880.24	-	339,880.24
Encumbrances	21,235,269.40	-	21,235,269.40
Restricted - Education	2,812,629.82	-	2,812,629.82
Assigned - special projects	1,073,576.83	-	1,073,576.83
Unassigned	14,352,693.27	(72,614.60)	14,280,078.67
TOTAL FUND BALANCES	39,982,575.33	(72,614.60)	39,909,960.73
Total liabilities and fund balances	44,823,838.23	-	44,823,838.23

CITY OF BIDDEFORD
Special Revenue Funds - City
Combining Statement of Revenues,
Expenditures and Changes in Fund Balances
As of October 31, 2016

	Fund: 201 Industrial Park Fund	Fund: 202 Mooring Fees Fund	Fund: 203 Property Sales Fund	Fund: 204 Police Special Duty Fund	Fund: 206 Pool Beach Permits Fund	Fund: 207 Dog License Fees Fund	Fund: 209 City Insurance Claims Fund	Fund: 210 Misc Small Projects Fund	Fund: 212 CDBG Grants Fund	Fund: 213 Law Enforcement Grants Fund	Fund: 216 Airport Operating Fund
Revenues											
Property excise/taxes	-	-	-	-	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-	-	-	-	-
User fees/rental income	-	1,325.00	-	8,260.00	32,117.25	736.00	-	-	203,329.94	28,936.48	3,184.80
Investment Income	374.20	138.40	-	-	539.79	-	-	-	-	-	11,732.88
Other	-	-	-	-	-	-	-	-	-	-	-
Revenues	374.20	1,463.40	-	8,260.00	32,657.04	736.00	-	-	203,329.94	28,936.48	77,658.82
Reconciliation (for finance dept use)											
Revenue Control	374.20	1,463.40	2,696.50	8,260.00	32,657.04	736.00	-	-	203,329.94	28,936.48	77,658.82
Less transfers in	-	-	(2,696.50)	-	-	-	-	-	-	-	-
Adjusted revenue control to tie to above	374.20	1,463.40	-	8,260.00	32,657.04	736.00	-	-	203,329.94	28,936.48	77,658.82
Difference	-	-	-	-	-	-	-	-	-	-	-
Expenditures											
Equipment and supplies	-	-	-	-	2,609.08	-	-	-	120.03	54,633.86	177.47
Capital expenditures	-	-	77,200.00	-	-	-	-	-	149,010.23	-	-
Program expenditures	34,233.97	5,372.81	-	9,980.07	48,065.49	-	-	-	34,384.71	-	80,643.67
Contracted services	-	-	-	-	-	-	-	-	21,478.30	-	15,539.60
Other	-	-	-	-	-	-	-	-	-	-	4,669.95
Expenditures	34,233.97	5,372.81	77,200.00	9,980.07	50,674.57	-	-	-	204,993.27	54,633.86	101,030.69
Reconciliation (for finance dept use)											
Expenditure Control	34,233.97	5,372.81	77,200.00	9,980.07	50,674.57	-	-	-	204,993.27	54,633.86	101,030.69
Less transfers out	-	-	-	-	-	-	-	-	-	-	-
Adjusted expend. control to tie to above	34,233.97	5,372.81	77,200.00	9,980.07	50,674.57	-	-	-	204,993.27	54,633.86	101,030.69
Difference	-	-	-	-	-	-	-	-	-	-	-
Excess (deficiency) of revenues over (under) expenditures	(33,859.77)	(3,909.41)	(77,200.00)	(1,720.07)	(18,017.53)	736.00	-	-	(1,663.33)	(25,697.38)	(23,371.87)
Other financing sources (uses):											
Transfers in (out)	-	-	2,696.50	-	-	-	-	-	-	-	-
Excess (deficiency) of revenues and other financing sources over (under) expenditures	(33,859.77)	(3,909.41)	(74,503.50)	(1,720.07)	(18,017.53)	736.00	-	-	(1,663.33)	(25,697.38)	(23,371.87)
Fund Balances, beginning of period	362,332.00	70,427.87	27,045.66	2,700.00	279,182.19	-	(1,144.50)	16,837.16	-	45,937.71	790,411.34
Fund balances, end of period	328,472.23	66,518.46	(47,457.84)	979.93	261,164.66	736.00	(1,144.50)	16,837.16	(1,663.33)	20,240.33	767,039.47

CITY OF BIDDEFORD
Special Revenue Funds - City
Combining Statement of Revenues,
Expenditures and Changes in Fund Balances
As of October 31, 2016

	Fund: 217 Ice Arena Fund	Fund: 218 Community TV Center Fund	Fund: 219 Teen Center Fund	Fund: 222 DK Associates TIF Fund	Fund: 223 Environmenta l Reserve Fund	Fund: 224 Recreation Programs Fund	Fund: 225 Fire Donations/Gra nts Fund	Fund: 226 Tree Planting Fund	Fund: 228 Rte. 111-Mill Redevelopme ntTIF	Fund: 229 Soleras TIF Fund	Fund: 230 Shellfish Fees Fund
Revenues											
Property excise/taxes	-	-	-	61,569.97	-	-	-	-	842,203.82	11,545.62	-
Intergovernmental	-	-	1,000.00	-	-	-	-	-	207,854.70	-	-
User fees/rental income	-	-	-	-	-	101,743.40	4,187.00	-	-	-	-
Investment Income	-	73.92	56.66	-	4.23	630.87	-	3.01	-	-	2,595.00
Other	-	11,000.00	-	-	-	500.00	-	-	-	-	169.63
Revenues	-	11,073.92	1,056.66	61,569.97	4.23	102,874.27	4,187.00	3.01	1,050,058.52	11,545.62	2,764.63
Reconciliation (for finance dept use)											
Revenue Control	-	11,073.92	1,056.66	61,569.97	4.23	102,874.27	4,187.00	3.01	1,050,058.52	11,545.62	2,764.63
Less transfers in	-	-	-	-	-	-	-	-	-	-	-
Adjusted revenue control to tie to above	-	11,073.92	1,056.66	61,569.97	4.23	102,874.27	4,187.00	3.01	1,050,058.52	11,545.62	2,764.63
Difference	-	-	-	-	-	-	-	-	-	-	-
Expenditures											
Equipment and supplies	-	1,265.32	-	-	-	-	1,855.52	-	-	-	900.00
Capital expenditures	-	-	-	-	-	-	-	-	12,027.46	-	-
Program expenditures	-	58,600.06	26.70	-	3,087.92	87,162.65	1,289.61	-	39,609.77	-	-
Contracted services	-	-	-	-	-	-	-	-	410,427.61	-	-
Other	-	19,532.09	-	-	-	-	-	-	66,666.68	-	-
Expenditures	-	79,397.47	26.70	-	3,087.92	87,162.65	3,145.13	-	528,731.52	-	900.00
Reconciliation (for finance dept use)											
Expenditure Control	-	79,397.47	26.70	-	3,087.92	87,162.65	3,145.13	-	528,731.52	-	900.00
Less transfers out	-	-	-	-	-	-	-	-	-	-	-
Adjusted expend. control to tie to above	-	79,397.47	26.70	-	3,087.92	87,162.65	3,145.13	-	528,731.52	-	900.00
Difference	-	-	-	-	-	-	-	-	-	-	-
Excess (deficiency of revenues over (under) expenditures	-	(68,323.55)	1,029.96	61,569.97	(3,083.69)	15,711.62	1,041.87	3.01	521,327.00	11,545.62	1,864.63
Other financing sources (uses):											
Transfers in (out)	-	-	-	-	-	-	-	-	-	-	-
Excess (deficiency) of revenues and other financing sources over (under) expenditures	-	(68,323.55)	1,029.96	61,569.97	(3,083.69)	15,711.62	1,041.87	3.01	521,327.00	11,545.62	1,864.63
Fund Balances, beginning of period	379,309.44	49,040.95	17,990.13	60,066.90	2,984.32	298,578.48	5,725.11	1,506.35	572,950.23	11,278.01	86,096.99
Fund balances, end of period	379,309.44	(19,282.60)	19,020.09	121,636.87	(99.37)	314,290.10	6,766.98	1,509.36	1,094,277.23	22,823.63	87,961.62

CITY OF BIDDEFORD
Special Revenue Funds - City
Combining Statement of Revenues,
Expenditures and Changes in Fund Balances
As of October 31, 2016

	Fund: 231 North Dam Mil TIF Fund	Fund: 233 Energy Conservation Fund	Fund: 234 NSP Grant Fund	Fund: 237 Rotary Pk Rec Impact Fee Fund	Fund: 239 Granite Ext Sidewalk Impact Fe	Fund: 240 General Assistance Fund	Fund: 241 FEMA/MEMA Disaster Assist Fund	Fund: 242 Cartmill Trust Fund	Fund: 243 Festivals Fund	Fund: 244 Emery School Housing TIF Fund
Revenues										
Property excise/taxes	189,452.48	-	-	-	-	-	-	-	-	28,024.05
Intergovernmental	-	-	-	-	-	-	-	-	-	-
User fees/rental income	-	-	-	-	-	-	-	-	-	-
Investment Income	-	-	-	-	-	47.29	-	-	-	-
Other	-	-	-	-	-	-	-	200.00	-	-
Revenues	189,452.48	-	-	-	-	47.29	-	200.00	-	28,024.05
Reconciliation (for finance dept use)										
Revenue Control	189,452.48	-	-	-	-	47.29	-	200.00	-	28,024.05
Less transfers in	-	-	-	-	-	-	-	-	-	-
Adjusted revenue control to tie to above	189,452.48	-	-	-	-	47.29	-	200.00	-	28,024.05
Difference	-	-	-	-	-	-	-	-	-	-
Expenditures										
Equipment and supplies	-	-	-	-	-	-	-	-	-	-
Capital expenditures	-	-	-	-	-	-	-	-	-	-
Program expenditures	-	-	3,712.46	-	-	-	-	3,269.46	-	-
Contracted services	-	-	-	-	-	-	-	-	-	-
Other	-	-	1,075.00	-	-	-	-	-	-	-
Expenditures	-	-	4,787.46	-	-	-	-	3,269.46	-	-
Reconciliation (for finance dept use)										
Expenditure Control	-	-	4,787.46	-	-	-	-	3,269.46	-	-
Less transfers out	-	-	-	-	-	-	-	-	-	-
Adjusted expend. control to tie to above	-	-	4,787.46	-	-	-	-	3,269.46	-	-
Difference	-	-	-	-	-	-	-	-	-	-
Excess (deficiency) of revenues over (under) expenditures	189,452.48	-	(4,787.46)	-	-	47.29	-	(3,069.46)	-	28,024.05
Other financing sources (uses):										
Transfers in (out)	-	-	-	-	-	-	-	-	-	-
Excess (deficiency) of revenues and other financing sources over (under) expenditures	189,452.48	-	(4,787.46)	-	-	47.29	-	(3,069.46)	-	28,024.05
Fund Balances, beginning of period	160,722.90	63,883.51	23,665.47	20,695.00	(14,858.00)	24,220.91	-	1,228,919.98	5,704.64	13,736.86
Fund balances, end of period	350,175.38	63,883.51	18,878.01	20,695.00	(14,858.00)	24,268.20	-	1,225,850.52	5,704.64	41,760.91

CITY OF BIDDEFORD
Special Revenue Funds - City
Combining Statement of Revenues,
Expenditures and Changes in Fund Balances
As of October 31, 2016

	Fund: 245 Mission Hill TIF Fund	Fund: 246 Mission Hill 2 TIF Fund	Fund: 247 Rte 111 Mill Loft TIF								Totals
Revenues											
Property excise/taxes	18,894.09	40,372.44	24,142.00	-	-	-	-	-	-	-	1,216,204.47
Revenues	18,894.09	40,372.44	24,142.00	-	-	-	-	-	-	-	2,253,101.94
Reconciliation (for finance dept use)											
Revenue Control	18,894.09	40,372.44	24,142.00	-	-	-	-	-	-	-	2,258,494.94
Adjusted revenue control to tie to above	18,894.09	40,372.44	24,142.00	-	-	-	-	-	-	-	2,253,101.94
Difference	-	-	-	-	-	-	-	-	-	-	-
Expenditures											
Other	-	-	-	-	-	-	-	-	-	-	96,613.67
Expenditures	-	-	-	-	-	-	-	-	-	-	1,786,746.79
Reconciliation (for finance dept use)											
Expenditure Control	-	-	-	-	-	-	-	-	-	-	1,786,746.79
Adjusted expend. control to tie to above	-	-	-	-	-	-	-	-	-	-	1,786,746.79
Difference	-	-	-	-	-	-	-	-	-	-	-
Excess (deficiency) of revenues over (under) expenditures	18,894.09	40,372.44	24,142.00	-	-	-	-	-	-	-	466,355.15
Other financing sources (uses):											
Transfers in (out)	-	-	-	-	-	-	-	-	-	-	5,393.00
Excess (deficiency) of revenues and other financing sources over (under) expenditures	18,894.09	40,372.44	24,142.00	-	-	-	-	-	-	-	471,748.15
Fund Balances, beginning of period	(0.34)	-	-	-	-	-	-	-	-	-	6,199,676.70
Fund balances, end of period	18,893.75	40,372.44	24,142.00	-	-	-	-	-	-	-	6,671,424.85

CITY OF BIDDEFORD
Special Revenue Funds - City
Combining Balance Sheet

As of October 31, 2016

	Fund: 201 Industrial Park Fund	Fund: 202 Mooring Fees Fund	Fund: 203 Property Sales Fund	Fund: 204 Police Special Duty Fund	Fund: 206 Pool Beach Permits Fund	Fund: 207 Dog License Fees Fund	Fund: 209 City Insurance Claims Fund	Fund: 210 Misc Small Projects Fund	Fund: 212 CDBG Grants Fund	Fund: 213 Law Enforcement Grants Fund	Fund: 216 Airport Operating Fund
ASSETS											
Cash and cash equivalents	-	-	-	-	-	-	-	-	-	1,000.00	200.00
Accounts Receivable	-	-	-	2,147.34	-	-	-	-	(0.10)	-	-
Prepaid expenses	-	-	-	-	-	-	-	-	-	-	-
Fixed Assets/infrastructure (net of accm depr)	158,033.00	-	-	-	-	-	-	-	-	-	1,174,209.94
Interfund loans	170,439.23	66,518.46	-	-	261,164.66	2,961.41	-	16,837.16	-	19,240.33	-
Total Assets	328,472.23	66,518.46	-	2,147.34	261,164.66	2,961.41	-	16,837.16	(0.10)	20,240.33	1,174,409.94
LIABILITIES AND FUND EQUITY											
LIABILITIES:											
Accounts payable and payroll withholdings	-	-	-	-	-	2,225.41	-	-	-	-	61.55
Interfund loans	-	-	47,457.84	1,167.41	-	-	1,144.50	-	1,663.23	-	407,308.92
Total Liabilities	-	-	47,457.84	1,167.41	-	2,225.41	1,144.50	-	1,663.23	-	407,370.47
FUND EQUITY:											
Invested in fixed assets/infrastructure	158,033.00	-	-	-	-	-	-	-	-	-	1,174,209.94
Reserve for Encumbrance	-	10,603.50	-	-	696.08	-	-	-	1,474.21	-	4,421.40
Reserve for uncollectible fees	-	-	-	-	-	-	-	-	-	-	-
Restricted fund balance	-	-	-	-	-	-	-	16,837.16	(3,137.54)	20,240.33	-
Assigned fund balance	170,439.23	55,914.96	(47,457.84)	979.93	260,468.58	736.00	(1,144.50)	-	-	-	(411,591.87)
Total Fund Equity	328,472.23	66,518.46	(47,457.84)	979.93	261,164.66	736.00	(1,144.50)	16,837.16	(1,663.33)	20,240.33	767,039.47
Total Liabilities And Fund Equity	328,472.23	66,518.46	-	2,147.34	261,164.66	2,961.41	-	16,837.16	(0.10)	20,240.33	1,174,409.94
Difference Assets - Liab & F.B.	-	-	-	-	-	-	-	-	-	-	-

CITY OF BIDDEFORD
Special Revenue Funds - City
Combining Balance Sheet

As of October 31, 2016

	Fund: 217 Ice Arena Fund	Fund: 218 Community TV Center Fund	Fund: 219 Teen Center Fund	Fund: 222 DK Associates TIF Fund	Fund: 223 Environmenta l Reserve Fund	Fund: 224 Recreation Programs Fund	Fund: 225 Fire Donations/Gra nts Fund	Fund: 226 Tree Planting Fund	Fund: 228 Rte. 111-Mill Redevelopme ntTIF	Fund: 229 Soleras TIF Fund	Fund: 230 Shellfish Fees Fund
ASSETS											
Cash and cash equivalents	-	-	-	-	-	-	-	-	-	-	-
Accounts Receivable	-	-	-	-	-	-	-	-	-	-	-
Prepaid expenses	-	-	-	-	-	-	-	-	-	-	-
Fixed Assets/infrastructure (net of accm depr)	379,309.44	-	-	-	-	-	-	-	-	-	-
Interfund loans	-	-	19,020.09	61,569.97	-	314,368.60	6,766.98	1,509.36	1,268,944.38	11,545.63	87,961.62
Total Assets	379,309.44	-	19,020.09	61,569.97	-	314,368.60	6,766.98	1,509.36	1,268,944.38	11,545.63	87,961.62
LIABILITIES AND FUND EQUITY											
LIABILITIES:											
Accounts payable and payroll withholdings	-	-	-	(60,066.90)	-	78.50	-	-	174,667.15	(11,278.00)	-
Interfund loans	-	19,282.60	-	-	99.37	-	-	-	-	-	-
Total Liabilities	-	19,282.60	-	(60,066.90)	99.37	78.50	-	-	174,667.15	(11,278.00)	-
FUND EQUITY:											
Invested in fixed assets/infrastructure	379,309.44	-	-	-	-	-	-	-	-	-	-
Reserve for Encumbrance	-	476.49	-	-	-	3,235.70	-	-	16,666.67	-	-
Reserve for uncollectible fees	-	-	-	-	-	-	-	-	-	-	-
Restricted fund balance	-	-	-	121,636.87	-	-	6,766.98	-	-	22,823.63	-
Assigned fund balance	-	(19,759.09)	19,020.09	-	(99.37)	311,054.40	-	1,509.36	1,077,610.56	-	87,961.62
Total Fund Equity	379,309.44	(19,282.60)	19,020.09	121,636.87	(99.37)	314,290.10	6,766.98	1,509.36	1,094,277.23	22,823.63	87,961.62
Total Liabilities And Fund Equity	379,309.44	-	19,020.09	61,569.97	-	314,368.60	6,766.98	1,509.36	1,268,944.38	11,545.63	87,961.62
Difference Assets - Liab & F.B.	-	-	-	-	-	-	-	-	-	-	-

CITY OF BIDDEFORD
Special Revenue Funds - City
Combining Balance Sheet

As of October 31, 2016

	Fund: 231 North Dam Mil TIF Fund	Fund: 233 Energy Conservation Fund	Fund: 234 NSP Grant Fund	Fund: 237 Rotary Pk Rec Impact Fee Fund	Fund: 239 Granite Ext Sidewalk Impact Fe	Fund: 240 General Assistance Fund	Fund: 241 FEMA/MEMA Disaster Assist Fund	Fund: 242 Cartmill Trust Fund	Fund: 243 Festivals Fund	Fund: 244 Emery School Housing TIF Fund
ASSETS										
Cash and cash equivalents	-	-	-	-	-	-	-	1,225,850.52	-	-
Accounts Receivable	-	-	-	-	-	-	0.01	-	-	-
Prepaid expenses	-	-	-	-	-	-	-	-	-	-
Fixed Assets/infrastructure (net of accm depr)	-	-	-	-	-	-	-	-	-	-
Interfund loans	189,452.48	63,883.51	18,878.01	20,695.00	-	24,268.20	-	-	5,704.64	28,024.05
Total Assets	189,452.48	63,883.51	18,878.01	20,695.00	-	24,268.20	0.01	1,225,850.52	5,704.64	28,024.05
LIABILITIES AND FUND EQUITY										
LIABILITIES:										
Accounts payable and payroll withholdings	(160,722.90)	-	-	-	-	-	-	-	-	(13,736.86)
Deferred Revenue	-	-	-	-	-	-	-	-	-	-
Interfund loans	-	-	-	-	14,858.00	-	0.01	-	-	-
Total Liabilities	(160,722.90)	-	-	-	14,858.00	-	0.01	-	-	(13,736.86)
FUND EQUITY:										
Invested in fixed assets/infrastructure	-	-	-	-	-	-	-	-	-	-
Reserve for Encumbrance	-	-	-	-	-	-	-	-	-	-
Reserve for uncollectible fees	-	-	-	-	-	-	-	-	-	-
Restricted fund balance	350,175.38	-	18,878.01	-	-	-	-	-	-	-
Assigned fund balance	-	63,883.51	-	20,695.00	(14,858.00)	24,268.20	-	1,225,850.52	5,704.64	41,760.91
Total Fund Equity	350,175.38	63,883.51	18,878.01	20,695.00	(14,858.00)	24,268.20	-	1,225,850.52	5,704.64	41,760.91
Total Liabilities And Fund Equity	189,452.48	63,883.51	18,878.01	20,695.00	-	24,268.20	0.01	1,225,850.52	5,704.64	28,024.05
Difference Assets - Liab & F.B.	-	-	-	-	-	-	-	-	-	-

CITY OF BIDDEFORD
Special Revenue Funds - City
Combining Balance Sheet

As of October 31, 2016

	Fund: 245 Mission Hill TIF Fund	Fund: 246 Mission Hill 2 TIF Fund	Fund: 247 Rte 111 Mill Loft TIF								Totals
ASSETS											
Interfund loans	-	40,372.44	24,142.00	-	-	-	-	-	-	-	3,261,429.46
Total Assets	-	40,372.44	24,142.00	-	-	-	-	-	-	-	7,537,769.79
LIABILITIES AND FUND EQUITY											
LIABILITIES:											
Accounts payable and payroll withholdings	-	-	-	-	-	-	-	-	-	-	(66,485.09)
Interfund loans	4,392.25	-	-	-	-	-	-	-	-	-	956,116.03
Total Liabilities	4,392.25	-	-	-	-	-	-	-	-	-	889,630.94
FUND EQUITY:											
Invested in fixed assets/infrastructure	-	-	-	-	-	-	-	-	-	-	3,043,795.32
Reserve for Encumbrance	-	-	-	-	-	-	-	-	-	-	54,769.24
Reserve for uncollectible fees	-	-	-	-	-	-	-	-	-	-	-
Assigned fund balance	18,893.75	40,372.44	24,142.00	-	-	-	-	-	-	-	2,984,699.52
Total Fund Equity	18,893.75	40,372.44	24,142.00	-	-	-	-	-	-	-	6,671,424.85
Total Liabilities And Fund Equity	23,286.00	40,372.44	24,142.00	-	-	-	-	-	-	-	7,561,055.79
Difference Assets - Liab & F.B.	-	-	-	-	-	-	-	-	-	-	-

CITY OF BIDDEFORD
Special Revenue Funds - School
Combining Statement of Revenues,
Expenditures and Changes in Fund Balances
As of October 31, 2016

	Fund: 302 Professional Educ. Svcs. Fund	Fund: 303 Cultural Enrichment Grant Fund	Fund: 304 MELMAC Grant Fund	Fund: 305 UNE Community Transformatio	Fund: 307 Communities for Children Grant	Fund: 308 Title I Grant Fund	Fund: 309 Local Entitlement Grant Fund	Fund: 310 Vocational Basic Skills Grant	Fund: 311 Title II Grant Fund	Fund: 312 ESL Grant Fund
Revenues										
Intergovernmental	-	-	6,300.00	-	-	65,167.05	33,693.72	4,981.13	33,329.43	4,794.19
Charges for Services	-	-	-	-	-	-	-	-	-	-
Investment income	-	200.50	-	-	-	-	-	-	-	-
Other	-	9,600.00	-	-	-	-	-	-	-	-
Revenues	-	9,800.50	6,300.00	-	-	65,167.05	33,693.72	4,981.13	33,329.43	4,794.19
Reconciliation (for finance dept use)										
Revenue Control	-	9,800.50	6,300.00	-	-	65,167.05	33,693.72	4,981.13	33,329.43	4,794.19
Less transfers in	-	-	-	-	-	-	-	-	-	-
Adjusted Revenue Control To Tie To Above	-	9,800.50	6,300.00	-	-	65,167.05	33,693.72	4,981.13	33,329.43	4,794.19
Difference	-	-	-	-	-	-	-	-	-	-
Expenditures										
Equipment and supplies	-	13,260.00	-	-	-	32,366.08	-	9,014.11	1,131.75	1,192.15
Capital expenditures	-	-	-	-	-	-	-	-	-	-
Program expenditures	-	-	1,178.18	-	-	96,166.86	88,376.74	-	41,158.77	4,461.04
Contracted services	-	-	79.92	-	-	14.94	3,530.00	2,343.93	3,083.08	1,252.33
Other	-	-	904.42	-	-	-	-	3,298.60	-	-
Expenditures	-	13,260.00	2,162.52	-	-	128,547.88	91,906.74	14,656.64	45,373.60	6,905.52
Reconciliation (for finance dept use)										
Expenditure Control	-	13,260.00	2,162.52	-	-	128,547.88	91,906.74	14,656.64	45,373.60	6,905.52
Less transfers out	-	-	-	-	-	-	-	-	-	-
Adjusted Expend. Control To Tie To Above	-	13,260.00	2,162.52	-	-	128,547.88	91,906.74	14,656.64	45,373.60	6,905.52
Difference	-	-	-	-	-	-	-	-	-	-
Excess (deficiency) of revenues over (under) expenditures	-	(3,459.50)	4,137.48	-	-	(63,380.83)	(58,213.02)	(9,675.51)	(12,044.17)	(2,111.33)
Other financing sources (uses):										
Transfers in (out)	-	-	-	-	-	-	-	-	-	-
Excess (deficiency) of revenues and other financing sources over (under) expenditures	-	(3,459.50)	4,137.48	-	-	(63,380.83)	(58,213.02)	(9,675.51)	(12,044.17)	(2,111.33)
Fund Balances, beginning of period	956.75	101,490.53	6,627.81	-	768.34	160.80	0.41	-	(20.06)	-
Fund balances, end of period	956.75	98,031.03	10,765.29	-	768.34	(63,220.03)	(58,212.61)	(9,675.51)	(12,064.23)	(2,111.33)

CITY OF BIDDEFORD
Special Revenue Funds - School
Combining Statement of Revenues,
Expenditures and Changes in Fund Balances
As of October 31, 2016

	Fund: 313 Title IV Grants Fund	Fund: 314 PAL Grant Fund	Fund: 319 Fast Track Grants	Fund: 320 Transition Proficiency Based E	Fund: 321 Adv Place for All Grant Fund	Fund: 323 DHHS H1N1 Vaccine Fund	Fund: 324 ME Consolidated Schl Hlth Gt	Fund: 326 STEM Grants Fund	Fund: 327 Let's Go Grant Fund	Fund: 328 PEPG Grant
Revenues										
Intergovernmental	15,342.56	-	-	32,051.36	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-	-	-	-
Revenues	15,342.56	-	-	32,051.36	-	-	-	-	-	-
Reconciliation (for finance dept use)										
Revenue Control	15,342.56	-	-	32,051.36	-	-	-	-	-	-
Adjusted Revenue Control To Tie To Above	15,342.56	-	-	32,051.36	-	-	-	-	-	-
Difference	-	-	-	-	-	-	-	-	-	-
Expenditures										
Equipment and supplies	-	-	-	-	-	-	-	-	454.81	-
Program expenditures	-	-	-	-	-	-	-	-	-	-
Contracted services	-	-	-	-	-	-	-	-	-	-
Other	16,920.13	-	-	-	-	-	-	-	-	-
Expenditures	16,920.13	-	-	-	-	-	-	-	454.81	-
Reconciliation (for finance dept use)										
Expenditure Control	16,920.13	-	-	-	-	-	-	-	454.81	-
Less transfers out	-	-	-	-	-	-	-	-	-	-
Adjusted Expend. Control To Tie To Above	16,920.13	-	-	-	-	-	-	-	454.81	-
Difference	-	-	-	-	-	-	-	-	-	-
Excess (deficiency) of revenues over (under) expenditures	(1,577.57)	-	-	32,051.36	-	-	-	-	(454.81)	-
Other financing sources (uses): Transfers in (out)	-	-	-	-	-	-	-	-	-	-
Excess (deficiency) of revenues and other financing sources over (under) expenditures	(1,577.57)	-	-	32,051.36	-	-	-	-	(454.81)	-
Fund Balances, beginning of period	1,147.61	16.25	1,039.48	2,482.69	56.05	3,324.92	-	11.98	680.23	4,076.94
Fund balances, end of period	(429.96)	16.25	1,039.48	34,534.05	56.05	3,324.92	-	11.98	225.42	4,076.94

CITY OF BIDDEFORD
Special Revenue Funds - School
Combining Statement of Revenues,
Expenditures and Changes in Fund Balances
As of October 31, 2016

	Fund: 329 Nellie Mae Education Grant	Fund: 330 CTE Program Improvement Grant	Fund: 350 Adult Ed Projects/Gran ts Fund	Fund: 351 School Lunch Fund	Fund: 352 School Insurance Claims Fund	Fund: 353 School Unemploye nt Fund	Fund: 354 York Cty Fine Arts Program	Fund: 355 BIS Playground Fund	Fund: 356 JFK Playground Fund	Totals
Revenues										
Intergovernmental	-	-	2,118.33	36,421.73	-	-	-	-	-	234,199.50
Charges for Services	-	-	14,560.48	86,733.42	-	-	2,460.00	-	-	103,753.90
Investment income	-	-	-	106.13	-	-	-	-	22.18	328.81
Other	-	-	-	-	-	-	-	-	-	9,600.00
Revenues	-	-	16,678.81	123,261.28	-	-	2,460.00	-	22.18	347,882.21
Reconciliation (for finance dept use)										
Revenue Control	-	-	16,678.81	123,261.28	-	-	2,460.00	-	22.18	347,882.21
Adjusted Revenue Control To Tie To Above	-	-	16,678.81	123,261.28	-	-	2,460.00	-	22.18	347,882.21
Difference	-	-	-	-	-	-	-	-	-	-
Expenditures										
Equipment and supplies	457.83	-	-	138,335.38	186.76	-	-	-	-	196,398.87
Capital expenditures	-	-	-	-	-	-	-	-	-	-
Program expenditures	-	-	10,891.92	130,475.45	-	-	-	-	-	372,708.96
Contracted services	-	-	6,712.05	6,799.05	-	-	-	-	-	23,815.30
Other	726.54	-	9.43	500.00	-	-	-	-	-	22,359.12
Expenditures	1,184.37	-	17,613.40	276,109.88	186.76	-	-	-	-	615,282.25
Reconciliation (for finance dept use)										
Expenditure Control	1,184.37	-	17,613.40	276,109.88	186.76	-	-	-	-	615,282.25
Adjusted Expend. Control To Tie To Above	1,184.37	-	17,613.40	276,109.88	186.76	-	-	-	-	615,282.25
Difference	-	-	-	-	-	-	-	-	-	-
Excess (deficiency) of revenues over (under) expenditures	(1,184.37)	-	(934.59)	(152,848.60)	(186.76)	-	2,460.00	-	22.18	(267,400.04)
Other financing sources (uses): Transfers in (out)	-	-	-	-	-	-	-	-	-	-
Excess (deficiency) of revenues and other financing sources over (under) expenditures	(1,184.37)	-	(934.59)	(152,848.60)	(186.76)	-	2,460.00	-	22.18	(267,400.04)
Fund Balances, beginning of period	4,857.44	68.05	65,937.00	68,317.21	20,709.83	45,583.21	1,482.93	18.63	11,613.87	341,408.90
Fund balances, end of period	3,673.07	68.05	65,002.41	(84,531.39)	20,523.07	45,583.21	3,942.93	18.63	11,636.05	74,008.86

CITY OF BIDDEFORD
Special Revenue Funds - School
Combining Balance Sheet

As of October 31, 2016

	Fund: 302 Professional Educ. Svcs. Fund	Fund: 303 Cultural Enrichment Grant Fund	Fund: 304 MELMAC Grant Fund	Fund: 305 UNE Community Transformatio	Fund: 307 Communities for Children Grant	Fund: 308 Title I Grant Fund	Fund: 309 Local Entitlement Grant Fund	Fund: 310 Vocational Basic Skills Grant	Fund: 311 Title II Grant Fund	Fund: 312 ESL Grant Fund
ASSETS										
Cash and cash equivalents	-	-	-	-	-	-	-	-	-	-
Accounts Receivable	-	-	-	-	-	-	-	-	-	-
Interfund loans	956.75	98,031.03	10,765.29	-	768.34	-	-	-	-	-
Total Assets	956.75	98,031.03	10,765.29	-	768.34	-	-	-	-	-
LIABILITIES AND FUND EQUITY										
LIABILITIES:										
Accounts payable	-	-	-	-	-	-	-	-	-	-
Interfund loans	-	-	-	-	-	63,220.03	58,212.61	9,675.51	12,064.23	2,111.33
Total Liabilities	-	-	-	-	-	63,220.03	58,212.61	9,675.51	12,064.23	2,111.33
FUND EQUITY:										
Reserve for inventory	-	-	-	-	-	-	-	-	-	-
Reserve for Encumbrance	-	-	(3,236.56)	-	-	(520,098.71)	(578,768.62)	(25,766.23)	(116,458.80)	(2,841.14)
Reserve for uncollectible fees	-	-	-	-	-	-	-	-	-	-
Restricted fund balance	956.75	98,031.03	14,001.85	-	768.34	456,878.68	520,556.01	16,090.72	104,394.57	729.81
Total Fund Equity	956.75	98,031.03	10,765.29	-	768.34	(63,220.03)	(58,212.61)	(9,675.51)	(12,064.23)	(2,111.33)
Total Liabilities And Fund Equity	956.75	98,031.03	10,765.29	-	768.34	-	-	-	-	-
Difference Assets - Liab & F.B.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CITY OF BIDDEFORD
Special Revenue Funds - School
Combining Balance Sheet

As of October 31, 2016

	Fund: 313 Title IV Grants Fund	Fund: 314 PAL Grant Fund	Fund: 319 Fast Track Grants	Fund: 320 Transition Proficiency Based E	Fund: 321 Adv Place for All Grant Fund	Fund: 323 DHHS H1N1 Vaccine Fund	Fund: 324 ME Consolidated Schl Hlth Gt	Fund: 326 STEM Grants Fund	Fund: 327 Let's Go Grant Fund	Fund: 328 PEPG Grant
ASSETS										
Accounts Receivable	0.46	-	-	-	-	-	-	-	-	-
Interfund loans	-	16.25	1,039.48	34,534.05	56.05	3,324.92	-	11.98	225.42	4,076.94
Total Assets	0.46	16.25	1,039.48	34,534.05	56.05	3,324.92	-	11.98	225.42	4,076.94
LIABILITIES AND FUND EQUITY										
LIABILITIES:										
Accounts payable	-	-	-	-	-	-	-	-	-	-
Interfund loans	430.42	-	-	-	-	-	-	-	-	-
Total Liabilities	430.42	-	-	-	-	-	-	-	-	-
FUND EQUITY:										
Reserve for inventory	-	-	-	-	-	-	-	-	-	-
Reserve for Encumbrance	-	-	-	-	-	-	-	-	-	-
Reserve for uncollectible fees	-	-	-	-	-	-	-	-	-	-
Restricted fund balance	(429.96)	16.25	1,039.48	34,534.05	56.05	3,324.92	-	11.98	225.42	4,076.94
Total Fund Equity	(429.96)	16.25	1,039.48	34,534.05	56.05	3,324.92	-	11.98	225.42	4,076.94
Total Liabilities And Fund Equity	0.46	16.25	1,039.48	34,534.05	56.05	3,324.92	-	11.98	225.42	4,076.94
Difference Assets - Liab & F.B.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CITY OF BIDDEFORD
Special Revenue Funds - School
Combining Balance Sheet

As of October 31, 2016

	Fund: 329 Nellie Mae Education Grant	Fund: 330 CTE Program Improvement Grant	Fund: 350 Adult Ed Projects/Gran ts Fund	Fund: 351 School Lunch Fund	Fund: 352 School Insurance Claims Fund	Fund: 353 School Unemploye nt Fund	Fund: 354 York Cty Fine Arts Program	Fund: 355 BIS Playground Fund	Fund: 356 JFK Playground Fund	Totals
ASSETS										
Cash and cash equivalents	-	-	-	906.56	-	45,583.21	-	-	-	46,489.77
Accounts Receivable	-	-	-	-	-	-	-	-	-	0.46
Inventory	-	-	-	21,477.35	-	-	-	-	-	21,477.35
Interfund loans	3,673.07	68.05	65,002.41	-	20,523.07	-	3,942.93	18.63	11,636.05	258,670.71
Total Assets	3,673.07	68.05	65,002.41	22,383.91	20,523.07	45,583.21	3,942.93	18.63	11,636.05	326,638.29
LIABILITIES AND FUND EQUITY										
LIABILITIES:										
Accounts payable	-	-	-	-	-	-	-	-	-	-
Interfund loans	-	-	-	106,915.30	-	-	-	-	-	252,629.43
Total Liabilities	-	-	-	106,915.30	-	-	-	-	-	252,629.43
FUND EQUITY:										
Reserve for inventory	-	-	-	21,477.35	-	-	-	-	-	21,477.35
Reserve for Encumbrance	(495.69)	-	(23,462.20)	(941,912.36)	(2,309.96)	-	-	-	-	(2,215,350.27)
Reserve for uncollectible fees	-	-	-	-	-	-	-	-	-	-
Restricted fund balance	4,168.76	68.05	88,464.61	835,903.62	22,833.03	45,583.21	3,942.93	18.63	-	2,256,245.73
Assigned fund balance	-	-	-	-	-	-	-	-	11,636.05	11,636.05
Total Fund Equity	3,673.07	68.05	65,002.41	(84,531.39)	20,523.07	45,583.21	3,942.93	18.63	11,636.05	74,008.86
Total Liabilities And Fund Equity	3,673.07	68.05	65,002.41	22,383.91	20,523.07	45,583.21	3,942.93	18.63	11,636.05	326,638.29
Difference Assets - Liab & F.B.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CITY OF BIDDEFORD
Capital Project Funds
Combining Statement of Revenues,
Expenditures and Changes in Fund Balances
As of October 31, 2016

	Fund: 402 CSO Projects 2013 Fund	Fund: 404 Minor School Capital Proj Fund	Fund: 407 Public Access Building	Fund: 408 Road Projects Bond 2009	Fund: 410 COT Renovation Fund	Fund: 411 CSO Projects Bond FY10 Fund	Fund: 413 Roof Replacement Fund	Fund: 414 CSO CWSRF Projects FY13 Fund	Fund: 415 FY16 CWSRF Fund	Fund: 416 Road Projects Bond 2016	Fund Total
Revenues											
Intergovernmental	-	-	-	-	-	-	-	-	-	-	-
Sales of surplus goods	-	-	-	-	-	-	-	-	-	-	-
Investment income	2,213.15	85.19	-	2,002.01	25.71	5,309.83	-	-	-	-	9,635.89
Other	-	8,891.83	-	-	-	-	-	-	-	-	8,891.83
Revenues	2,213.15	8,977.02	-	2,002.01	25.71	5,309.83	-	-	-	-	18,527.72
Reconciliation (for finance dept use)											
Revenue Control	2,213.15	8,977.02	-	2,002.01	25.71	5,309.83	-	-	-	-	18,527.72
Less other financing sources	-	-	-	-	-	-	-	-	-	-	-
Adjusted revenue control to tie to above	2,213.15	8,977.02	-	2,002.01	25.71	5,309.83	-	-	-	-	18,527.72
Difference	-	-	-	-	-	-	-	-	-	-	-
Expenditures											
Capital expenditures	-	4,773.94	-	139,717.75	-	-	-	-	-	71,515.18	216,006.87
Expenditures	-	5,298.18	-	139,717.75	-	-	-	-	-	71,515.18	216,531.11
Reconciliation (for finance dept use)											
Expenditure Control	-	5,298.18	-	139,717.75	-	-	-	-	-	71,515.18	216,531.11
Less other financing uses	-	-	-	-	-	-	-	-	-	-	-
Adjusted expend. control to tie to above	-	5,298.18	-	139,717.75	-	-	-	-	-	71,515.18	216,531.11
Difference	-	-	-	-	-	-	-	-	-	-	-
Excess (deficiency of revenues over (under) expenditures	2,213.15	3,678.84	-	(137,715.74)	25.71	5,309.83	-	-	-	-	-
Other financing sources (uses):											
Transfers out	-	-	-	-	-	-	-	-	-	-	-
Transfers in	-	-	-	-	-	-	-	-	-	-	-
Bond premium	-	-	-	-	-	-	-	-	-	-	-
Proceeds from issuance of bonds/BAN/lease	-	-	-	-	-	-	-	-	-	-	-
Total other financing sources (uses):	-	-	-	-	-	-	-	-	-	-	-
Excess (deficiency) of revenues and other financing sources over (under) expenditures	2,213.15	3,678.84	-	(137,715.74)	25.71	5,309.83	-	-	-	(71,515.18)	(198,003.39)
Fund Balances, beginning of period	1,128,425.61	43,899.89	(280,614.52)	1,071,458.33	10,716.96	2,708,199.60	19,975.00	285,809.28	-	-	4,987,870.15
Fund balances, end of period	1,130,638.76	47,578.73	(280,614.52)	933,742.59	10,742.67	2,713,509.43	19,975.00	285,809.28	-	(71,515.18)	4,789,866.76

CITY OF BIDDEFORD
Capital Project Funds
Combining Balance Sheet

As of October 31, 2016

	Fund: 402 CSO Projects 2013 Fund	Fund: 404 Minor School Capital Proj Fund	Fund: 407 Public Access Building	Fund: 408 Road Projects Bond 2009	Fund: 410 COT Renovation Fund	Fund: 411 CSO Projects Bond FY10 Fund	Fund: 413 Roof Replacement Fund	Fund: 414 CSO CWSRF Projects FY13 Fund	Fund: 415 FY16 CWSRF Fund	Fund: 416 Road Projects Bond 2016	Fund Total
ASSETS											
Cash and cash equivalents	-	-	-	-	-	-	-	-	-	-	-
Held for others	-	-	-	-	-	-	-	288,000.00	-	-	288,000.00
Receivables	-	-	-	-	-	-	-	-	-	-	-
Interfund loans	1,130,638.76	47,578.73	-	916,778.91	10,742.67	2,713,509.43	19,975.00	-	-	-	4,839,223.50
Total Assets	1,130,638.76	47,578.73	-	916,778.91	10,742.67	2,713,509.43	19,975.00	288,000.00	-	-	5,127,223.50
LIABILITIES AND FUND EQUITY											
LIABILITIES:											
Accounts payable	-	-	-	(16,963.68)	-	-	-	-	-	-	(16,963.68)
Interfund loans	-	-	280,614.52	-	-	-	-	2,190.72	-	71,515.18	354,320.42
Total Liabilities	-	-	280,614.52	(16,963.68)	-	-	-	2,190.72	-	71,515.18	337,356.74
FUND EQUITY:											
Invested in fixed assets/infrastructure	-	-	-	-	-	-	-	-	-	-	-
Reserve for Encumbrance	-	-	-	11,510.40	-	-	-	2,400.00	-	-	13,910.40
Reserve for uncollectible fees	-	-	-	-	-	-	-	-	-	-	-
Assigned fund balance	1,130,638.76	47,578.73	(280,614.52)	922,232.19	10,742.67	2,713,509.43	19,975.00	283,409.28	-	(71,515.18)	4,775,956.36
Total Fund Equity	1,130,638.76	47,578.73	(280,614.52)	933,742.59	10,742.67	2,713,509.43	19,975.00	285,809.28	-	(71,515.18)	4,789,866.76
Total Liabilities And Fund Equity	1,130,638.76	47,578.73	-	916,778.91	10,742.67	2,713,509.43	19,975.00	288,000.00	-	-	5,127,223.50
Difference Assets - Liab & F.B.	-	-	-	-	-	-	-	-	-	-	-

CITY OF BIDDEFORD, MAINE
Permanent Funds
Combining Statement of Revenues,
Expenditures and Changes in Fund Balance
For the Four Months Ended October 31, 2016

	Fund 501 Cemetery Fund
Revenues:	
Investment income	76.71
Total Revenue	76.71
Reconciliation (for Finance Dept. use only):	
Revenue Control	76.71
Less transfers in	-
Adjusted Revenue Control to tie to above	76.71
Difference	-
Expenditures:	
Donations & Contributions	-
Total Expenditures	-
Reconciliation (for Finance Dept. use only):	
Expenditure Control	-
Less transfers out	-
Adjusted Expenditure Control to tie to above	-
Difference	-
Excess (deficiency) of revenues over (under) expenditures	76.71
Other financing sources (uses):	
Operating transfers-in	-
Operating transfers-out	-
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	76.71
Fund balance, beginning	39,137.17
Fund Balance, ending	39,213.88
To tie to ending fund balance	39,213.88
Difference	-

CITY OF BIDDEFORD, MAINE
Permanent Fund
Combining Balance Sheet
As of October 31, 2016

	Fund 501 Cemetery Fund
Assets	
Cash and cash equivalents	-
Investments	-
Receivables	-
Interfund loans	39,213.88
Total assets	39,213.88
Liabilities	
Accounts payable	-
Interfund loans	-
Funds held in escrow	-
Total Liabilities	-
Fund balance	
Reserved for encumbrances	-
Nonspendable fund balance	39,213.88
Restricted fund balance	-
Total Fund balance	39,213.88
Total Liabilities and fund balance	39,213.88

CITY OF BIDDEFORD, MAINE
Fiduciary Funds
Combining Statement of Revenues,
Expenditures and Changes in Fund Balances
For the Four Months Ended October 31, 2016

	Fund 558 BMS Student Activity Fund	Fund 801 B-S-OOB Transit Agency Fund	Fund 900 457 Trust Agency Fund	Totals
Revenues:				
Donations/contributions/Misc. Elem. Rev.	24,673.82	375,349.01	-	400,022.83
User fees & charges	-	388,214.07	1,684.28	389,898.35
Intergovernmental	-	337,964.85	-	337,964.85
Investment Income	0.99	-	-	0.99
Total revenues	24,674.81	1,101,527.93	1,684.28	1,127,887.02
Expenditures:				
Equipment and supplies	-	18,370.83	-	18,370.83
Capital expenditures	509.34	66,238.41	-	66,747.75
Program expenditures	-	812,918.55	1,684.28	814,602.83
Contracted services	4,589.45	-	-	4,589.45
Other	20,127.62	83,011.10	-	103,138.72
Total expenditures	25,226.41	980,538.89	1,684.28	1,007,449.58
Excess (deficiency) of revenues over (under) expenditures	(551.60)	120,989.04	-	120,437.44
Fund Balances, Beginning	19,937.43	1,932,625.87	-	1,952,563.30
adjust reserve for inventory				
change in value of fixed assets		-		-
Fund balances, ending	19,385.83	2,053,614.91	-	2,073,000.74
To tie to ending fund balance	19,385.83	2,053,614.91	-	2,073,000.74
Difference	-	-	-	-

CITY OF BIDDEFORD
Fiduciary Funds
Combining Statement of Net Assets
As of October 31, 2016

	Fund 558 BMS Student Activity Fund	Fund 801 B-S-OOB Transit Agency Fund	Fund 900 457 Trust Agency Fund	Totals
ASSETS				
Cash and cash equivalents	19,385.83	17.25	-	19,403.08
Receivables	-	-	-	-
Interfund loans	-	411,615.94	-	411,615.94
Prepaid expenses	-	-	-	-
Inventory	-	209,571.26	-	209,571.26
Fixed assets	-	3,974,694.68	-	3,974,694.68
Less: accumulated depreciation	-	(2,275,415.95)	-	(2,275,415.95)
TOTAL ASSETS	19,385.83	2,320,483.18	-	2,339,869.01
LIABILITIES				
Accounts payable & payroll withholding	-	(14,873.38)	-	(14,873.38)
Accrued wages	-	-	-	-
Accrued compensated absences	-	50,028.98	-	50,028.98
Interfund loans	-	223,212.67	-	223,212.67
Unearned payments	-	8,500.00	-	8,500.00
TOTAL LIABILITIES	-	266,868.27	-	266,868.27
FUND BALANCES				
Invested in fixed assets	-	1,780,057.36	-	1,780,057.36
Reserved for encumbrances	-	-	-	-
Reserved for inventory	-	181,791.49	-	181,791.49
Restricted fund balance	19,385.83	91,766.06	-	111,151.89
TOTAL FUND BALANCES	19,385.83	2,053,614.91	-	2,073,000.74
Total liabilities and fund balances	19,385.83	2,320,483.18	-	2,339,869.01

CITY OF BIDDEFORD, MAINE
Proprietary Funds
Statement of Revenues, Expenditures and
Changes in Fund Equity
For the Four Months Ended October 31, 2016

	Fund 601, 2 Sewer Operations	Fund 605 CSO ARRA Projects 10	Total Proprietary Funds
Operating revenues:			
Intergovernmental	-	-	-
Charges for services	1,282,246.14	-	1,282,246.14
Industrial pretreatment	(3.19)	-	(3.19)
Other	77,962.13	-	77,962.13
Total operating revenues	1,360,205.08	-	1,360,205.08
Reconciliation (for Finance Dept. use only)			
Revenue Control	1,360,205.08	-	1,360,205.08
Less non-operating income	-	-	-
Adjusted Revenue Control to tie to above	1,360,205.08	-	1,360,205.08
Difference	-	-	-
Operating expenses:			
Personnel services	462,067.28	-	462,067.28
Contract services	9,509.35	-	9,509.35
Supplies, maintenance and repairs	127,539.33	-	127,539.33
Insurance	33,130.00	-	33,130.00
Utilities	79,663.22	-	79,663.22
Other	45,681.80	-	45,681.80
Depreciation	-	-	-
Total operating expenses	757,590.98	-	757,590.98
Reconciliation (for Finance Dept. use only)			
Appropriation Control	1,094,184.06	-	1,094,184.06
Less current bond/note payments	(239,000.00)	-	(239,000.00)
Less non-operating expense	(97,593.08)	-	(97,593.08)
Adjusted Approp. Control to tie to above	757,590.98	-	757,590.98
Difference	-	-	-
Operating income (loss)	602,614.10	-	602,614.10
Non-operating revenues (expenses):			
Transfers in	-	-	-
Transfers (out)	-	-	-
Bond proceeds	-	-	-
Interest expense	(97,593.08)	-	(97,593.08)
Total non-operating revenue (expense)	(97,593.08)	-	(97,593.08)
Net Income (loss)	505,021.02	-	505,021.02
Less current year charges to designated fund balance	(23,517.36)	-	(23,517.36)
Increase (decrease) in fund equity	481,503.66	-	481,503.66
Fund equity, beginning	16,632,173.49	(171,863.67)	16,460,309.82
Fund equity, ending	17,113,677.15	(171,863.67)	16,941,813.48
To tie to balance sheet fund equity	17,113,677.15	(171,863.67)	16,941,813.48
Difference	-	-	-

CITY OF BIDDEFORD
Proprietary Funds
Balance Sheet
As of October 31, 2016

	Funds 601, 2 Sewer Operations	Fund 605 CSO ARRA Projects 10	Total Proprietary Funds
ASSETS			
Current assets			
Interfund receivables	387,082	-	387,082
Amounts held in escrow	-	-	-
Accounts recivable-other	-	-	-
Accounts receivable-billed	410,649	-	410,649
Accounts receivable-unbilled	750,282	-	750,282
Sewer liens	144,710	-	144,710
Total Current assets	1,692,723	-	1,692,723
Non-current assets			
Property, plant and equipment	39,719,936	-	39,719,936
Less accumulated depreciation	(14,451,184)	-	(14,451,184)
Unamortized bond premium	29,580	-	29,580
Total Non-current assets	25,298,332	-	25,298,332
TOTAL ASSETS	26,991,055	-	26,991,055
Liabilities			
Current liabilities			
Accounts payable and other	45,366	-	45,366
Accrued bond interest	46,014	-	46,014
Interfund loans payable	4,226,396	171,864	4,398,260
Leases Payable - current	20,977	-	20,977
Bonds payable - current	320,000	-	320,000
Total Current liabilities	4,658,753	171,864	4,830,617
Non-current liabilities			
Leases Payable	57,625	-	57,625
Bonds payable	5,161,000	-	5,161,000
Total Non-current liabilities	5,218,625	-	5,218,625
Total Liabilities	9,877,378	171,864	10,049,241
Fund Equity			
Invested in fixed assets	19,969,756	-	19,969,756
Reserve for encumbrances	29,256	-	29,256
Assigned fund balance	2,413,286	-	2,413,286
Unassigned	(5,298,621)	(171,864)	(5,470,485)
Total Fund Equity	17,113,677	(171,864)	16,941,813
Total liabilities and fund equity	26,991,055	-	26,991,055