



# Mendocino County

## Legislation Text

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File #: 17-1132, Version: 1

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**To: Board of Supervisors**

**From: Executive Office**

**Meeting Date:** December 19, 2017

**Department Contact:** Cody Snider

**Phone:** 234-6001

**Department Contact:** Jessica Sandoval

**Phone:** 234-6070

**Item Type:** Consent Agenda

**Time Allocated for Item:** N/A

**Agenda Title:**

Approval of Purchase of a Tyler Manager Software Module for Enhancements to the MUNIS Finance System Software in the amount of \$56,700; and Related Budget Transfer of \$56,700 from Budget Unit 1960, Information Services, Line Item 864370 to Line Item 862239

**Recommended Action/Motion:**

Approve purchase of a Tyler Manager Software Module for Enhancements to the MUNIS Finance System Software in the amount of \$56,700; and approve related budget transfer of \$56,700 from budget unit 1960, Information Services, line item 864370 to line item 862239 for the purchase of a Tyler Manager Software module.

**Previous Board/Board Committee Actions:**

The funding for this purchase was included in the Fiscal Year 2017-18 Budget, however, it was allocated in the Fixed Asset line item rather than Special Department Expense.

**Summary of Request:**

Transfer funds from the equipment line item, 864370, to the special department expense line item, 862239, for the purchase of one Tyler Manager Software module. The module will enhance the County's MUNIS Finance System software by allowing users to scan accounts payable invoicing into the MUNIS system. This will allow users, when doing queries, to click on the invoice document number and pull the invoice up right there, saving employees' time as a result. The product description and Appropriation transfer form are attached for Board of Supervisors consideration.

**Alternative Action/Motion:**

Return to staff for further instruction.

**Supplemental Information Available Online at:** N/A

**Fiscal Impact:**

**Source of Funding:** BU-1960, Line Item 864370

**Budgeted in Current F/Y:** Yes

**Current F/Y Cost:** \$56,700

**Annual Recurring Cost:** \$4,050

**Supervisory District:** All

**Vote Requirement:** Majority

**Agreement/Resolution/Ordinance Approved by County Counsel:** N/A

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**CEO Liaison:** Janelle Rau, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**

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**FOR COB USE ONLY**

Executed By: Nadia Tipton

Final Status: **Approved**

Date: December 20, 2017

Executed Item No.: N/A

Note to Department:

Executed Documents Returned to

Department: Originals \_\_\_\_\_ Copies

\_\_\_\_\_ Hand Delivered \_\_\_\_\_ Interoffice

Mail \_\_\_\_\_ Executed Agreement Sent to

Auditor

