

**EL DORADO COUNTY PROBATION DEPARTMENT
M E M O R A N D U M**

TO: Board of Supervisors

CC: Tiffany Schmid, Chief Administrative Officer
Alison Winter, Principal Management Analyst

FROM: Nikki Moeszinger, Chief Fiscal Officer
Brian J. Richart, Chief Probation Officer

DATE: July 22, 2024

RE: Retroactive Perpetual Purchase Contract #8943, Monday.com – Legistar Item 24-1370; August 13, 2024

The purpose of this memorandum is to provide a timeline with justification as to the retroactive nature of Probation's Purchase Contract #8943 with Monday.com.

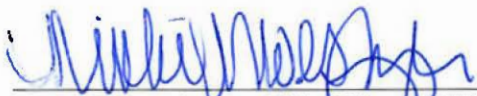
Since 2020, vendor Monday.com has been providing the Probation Department (Probation) project management software and licensing (online platform referred to as "Monday.com" or "Monday"). Over the years, Probation has expanded the use of Monday to incorporate management and tracking of training, budget, special projects, work requests, various Fiscal functions, and inventory.

Probation has been paying vendor yearly, and in the interest of efficiency and timely payment of invoices, wishes to make the Purchase Contract with Monday.com perpetual. The Purchase Contract will begin retroactively, as the most recent invoice was received on June 24, 2024, and was unable to be processed in time for a start date of July 1, 2024.

Purchase Contract #8943 was submitted to County Counsel for review on July 18, 2024. Recommended changes by County Counsel will be incorporated into the Purchase Contract prior to execution.

Cost for the first year of July 1, 2024, through June 30, 2025, is \$27,000, and is estimated at \$27,000 annually.

Thank you for your consideration.



Nikki Moeszinger, Chief Fiscal Officer