



County of El Dorado

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Legislation Details (With Text)

File #: 21-0453 **Version:** 1
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On agenda: 3/23/2021 **Final action:** 3/23/2021
Title: Chief Administrative Office, Community Development Services Finance and Administration, recommending the Board approve a perpetual agreement with Intuit, Inc, for an annual subscription for Quickbooks in the amount of \$420.00 to create customer service bills for Airports and Utility billings.

FUNDING: General Fund, Road Fund, and Fees for Service.

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - Quickbooks PO

Date	Ver.	Action By	Action	Result
3/23/2021	1	Board of Supervisors	Approved	Pass

Chief Administrative Office, Community Development Services Finance and Administration, recommending the Board approve a perpetual agreement with Intuit, Inc, for an annual subscription for Quickbooks in the amount of \$420.00 to create customer service bills for Airports and Utility billings.

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DISCUSSION / BACKGROUND

Community Development Services Finance and Admin have been utilizing Quickbooks for customer service bills for the Airports for several years. Currently, the County's financial system does not have a billing module. The division would like to purchase a web-based version of Quickbooks and implement this program for Airports and Utility billings for the Department of Transportation and Planning and Building. In the past, the division relied upon an Access database to create these bills. When FENIX and KRONOS were implemented, this Access database broke and fixing it was unsuccessful. The division has been forced to manually create bills which are incredibly time intensive and have caused delays in timely billing and negatively affected cash flow.

Per the purchasing policy, section 4.5, departments must obtain authorization from the Board of Supervisors, initially and on an annual basis, to utilize any contract that does not have a stated contract term. The use of the Quickbooks software automatically renews each year; therefore, the division is requesting initial approval of this purchase and will include the software on the annual list of perpetual contracts.

ALTERNATIVES

The department could continue to develop an off-line system for billing, which will be very costly and time-intensive.

PRIOR BOARD ACTION
N/A

OTHER DEPARTMENT / AGENCY INVOLVEMENT
Information Technologies

CAO RECOMMENDATION / COMMENTS
Approve as recommended

FINANCIAL IMPACT
The annual cost of the Quickbooks subscription is \$420. This cost will be allocated via the CDS Finance and Admin overhead charges.

CLERK OF THE BOARD FOLLOW UP ACTIONS
N/A

STRATEGIC PLAN COMPONENT
Good Governance

CONTACT
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