



# County of El Dorado

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## Legislation Text

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**File #:** 22-0862, **Version:** 1

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Chief Administrative Office, Community Development Services Finance and Administration, recommending the Board approve the continuation of perpetual agreement 5620 with Intuit, Inc, for an annual subscription for Quickbooks in the amount of \$1,273 to create customer service bills for Airports and Utility billings.

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

### **DISCUSSION / BACKGROUND**

Community Development Services (CDS) Finance and Administration utilizes Quickbooks for customer service bills for the Airports and Utility billings as FENIX does not have a billing module.

Board of Supervisors Policy C-17, Section 4.5, Contract Term, requires departments to obtain authorization from the Board of Supervisors, initially, and on an annual basis, to use any contract that does not have a stated agreement term.

Since the implementation of FENIX, each perpetual agreement must have a change order executed to allocate funding for payments in the upcoming fiscal year. This matter is intended to apprise the Board of the perpetual agreement with Intuit, and recommend the Board authorize the Purchasing Agent to post a change order for the agreement to ensure availability of funding in FY 2022-23.

### **ALTERNATIVES**

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

### **PRIOR BOARD ACTION**

March 23, 2021, Legistar 21-0453

### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Information Technologies

### **CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

### **FINANCIAL IMPACT**

The annual cost of the Quickbooks subscription is \$1,273. This cost will be allocated via the CDS Finance and Administration overhead charges.

### **CLERK OF THE BOARD FOLLOW UP ACTIONS**

N/A

### **STRATEGIC PLAN COMPONENT**

Good Governance

**CONTACT**

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