County Commission Meeting
August 21, 2019
Agenda Item Number: N.6
Agenda Item Summary #5915

BULK ITEM: No

DEPARTMENT: County Clerk of Court

TIME APPROXIMATE: N/A

STAFF CONTACT: Pam Radloff (305) 292-3560

AGENDA ITEM WORDING: Summary and status of the Financial System Upgrade.

ITEM BACKGROUND: The Clerk has been notified that the BOCC’s and the Clerk’s financial/payroll systems (Finance Plus) are being retired by the vendor (Central Square) effective December 2021. As a result, the Clerk has an immediate need to replace the BOCC’s and the Clerk’s financial/payroll systems. The Clerk is working with Board staff and a consultant, Berry Dunn, to identify the Clerk’s and the County’s business requirements for implementing an Enterprise Resource Planning (ERP) solution for Monroe County’s administrative operations (e.g., accounting, purchasing, human resources, project/grants management, fixed assets, etc.). Once the business requirements are defined, the Clerk and Board staff will work with the consultant to issue a Request for Proposals (RFP) for an ERP system that best meets the County’s and the Clerk’s needs. The timeframe is to issue the RFP in October 2019 and have a selection of a system and an implementer by the end of February 2020.

PREVIOUS RELEVANT BOCC ACTION:

CONTRACT/AGREEMENT CHANGES:
N/A

STAFF RECOMMENDATION:

DOCUMENTATION:

FINANCIAL IMPACT:

Effective Date:
Expiration Date:

Total Dollar Value of Contract:
<table>
<thead>
<tr>
<th>Total Cost to County:</th>
<th>Current Year Portion:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budgeted:</td>
<td>Source of Funds:</td>
</tr>
<tr>
<td>CPI:</td>
<td>Indirect Costs:</td>
</tr>
<tr>
<td>Estimated Ongoing Costs Not Included in above dollar amounts:</td>
<td></td>
</tr>
<tr>
<td>Revenue Producing:</td>
<td>If yes, amount:</td>
</tr>
<tr>
<td>Grant:</td>
<td>County Match:</td>
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<tr>
<td>Insurance Required:</td>
<td>Additional Details:</td>
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<td>N/A</td>
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**REVIEWED BY:**

- Kevin Madok: Skipped 08/05/2019 1:44 PM
- Cynthia Hall: Completed 08/05/2019 2:12 PM
- Kathy Peters: Completed 08/05/2019 2:20 PM
- Board of County Commissioners: Pending 08/21/2019 9:00 AM