

DEPARTMENT: Data Processing BY: Richard Campbell PHONE: 742-6022

**RECOMMENDED ACTION AND JUSTIFICATION:** (Policy Item: Yes: \_\_\_ No: XX)  
Waive competitive bid procedure and purchase Clerks Index program from Munimetrix Co. as well as 1 years Maintenance and Support. The Clerk requires a program to automate keeping track of past Board actions. This program is recommended based on a lengthy evaluation by the Programmer/Analyst. It was the only suitable program identified that would run on the County's AS400 computer.

**BACKGROUND AND HISTORY OF BOARD ACTIONS:**  
The Board, in a determination as to the appropriate use of midyear savings appropriated funds to provide access for the Clerk of the Board to the AS400 computer for the purpose of keeping an index of past Board actions. \$3,800 was appropriated for equipment and an estimate made of \$4,000 for software. The actual cost of the software will be \$3,450 plus \$420 for maintenance and support for a total of \$3,870.

**LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**  
Do not purchase software which would require the Clerk to continue with the notebook index method of recording and tracking past Board actions.

**COSTS:** ( ) Not Applicable  
A. Budgeted current FY \$ 4,000  
B. Total anticipated costs \$ 3,870  
C. Required Add'l funding \$ \_\_\_\_\_  
D. Source: \_\_\_\_\_

**SPECIAL INSTRUCTIONS:**  
List the attachments and number the pages consecutively:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SOURCE:** ( ) 4/5ths Vote Required  
A. Internal transfers \$ \_\_\_\_\_  
B. Unanticipated revenues \$ \_\_\_\_\_  
C. Reserve for contingency \$ \_\_\_\_\_  
D. Description: Midyear Savings  
Balance in Reserve for Contingencies, if approved: \$ \_\_\_\_\_

**CLERK'S USE ONLY:**  
Res. No.: 91-216  
Ord. No.: \_\_\_\_\_  
Vote - Ayes: 5 Noes: \_\_\_\_\_  
Absent: \_\_\_\_\_ Abstained: \_\_\_\_\_  
*MW* ) Approved ( ) Denied  
( ) Minute Order Attached

**ADMINISTRATIVE OFFICER'S RECOMMENDATION:**  
This item on agenda as:  
 Recommended  
 Not Recommended  
 For Policy Determination  
 Submitted with Comment  
 Returned for Further Action

The foregoing instrument is a correct copy of the original on file in this office.  
Date: \_\_\_\_\_  
ATTEST: MARGIE WILLIAMS  
Clerk of the Board of Supervisors  
County of Mariposa, State of CA  
By: \_\_\_\_\_  
Deputy

Comment: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
A.O. Initials: 