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July 26, 2021

Board of Directors
Triunfo Water & Sanitation District
Ventura County, California

RATIFICATION OF TWSD CONTRACT NO. T21-003 WITH GREENMAN & ASSOCIATES, INC. FOR TECHNICAL SUPPORT SERVICES

Summary

On August 17, 2020, the Triunfo Water & Sanitation District (District) Board approved the revised business plan for transitioning administrative and financial functions provided under contract by Ventura Regional Sanitation District (VRSD) to being provided in-house (TWSD employees). As an integral part of that plan, staff was authorized to purchase and implement the financial software program Microsoft Dynamics Great Plains (GP). This program is instrumental for the billing process, invoicing, accounting, and database for the District's financial operations.

Following a successful launch of the GP System on the new TWSD server, several minor issues were detected and in need of specialized programming to correct. Although it was anticipated that this might occur, staff decided to wait until the GP system was operational before requesting additional consulting services. Given the prior relationship with the operation and maintenance of the GP System while under VRSD, staff solicited a proposal from Greenman & Associates, Inc. for assistance. In the essence of time and due to the critical nature of having a fully operational system, and the need to obtain support services as quickly as possible, the General Manager authorized approval of this contract. This action is in accordance with District purchasing policy under Resolution No. T01-05, and the District executed TWSD Contract No. T21-003 with Greeman & Associates, Inc. in the amount of \$10,000.

Staff recommends the Board review and ratify the technical support services contract T21-003 with Greenman & Associates, Inc. and allow the work effort to proceed or provide staff with alternative direction.

Please contact me at (805) 658-4621 or marknorris@triunfowsd.com if you have any questions.

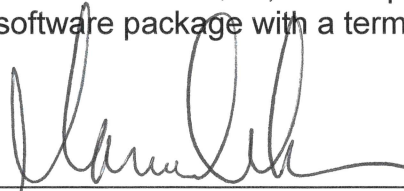
Fiscal Impact

Funding for TWSD Contract No. T21-003 is included in the FY2021-22 Adopted Budget.

Recommendation

It is recommended that the Board review and ratify TWSD Contract No. T21-003 with Greeman & Associates, Inc. in the amount of \$10,000 to provide technical support services for the District's financial software package with a term to June 30, 2022.

REVIEWED AND APPROVED:



Mark Norris, General Manager

Attachment: TWSD Contract No. T21-003 (to be hand carried to the meeting)