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MAYOR PRO TEM
Jeffrey L. Goodall

TOWN MANAGER
Joseph A. Fivas



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INDIAN TRAIL
north carolina

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November 2nd, 2011

To: Mayor and Town Council

From: Joseph A Fivas, Town Manager
Marsha G. Sutton, Finance Director

RE: Recommendation of Municipal Finance Software System

As approved in the 2011-2012 Budget, the Town has been involved in a search for a Municipal Finance Software System. The overall process is described below.

The Town either emailed or mailed 11 Request for Proposal, RFP, documents to various vendors who provide financial software services. We also published a notice of a RFP for these services in a local newspaper and placed the notice of RFP on our website. Distribution of the RFP was on July 15th, a pre-proposal conference was held on August 16th for any vendors with questions and sealed proposals were received on September 15th.

A committee was established of Town users of the software system including Joe Fivas, Town Manager, Marsha Sutton, Finance Director, Luke Fawcett, GIS/IT Director, Janice Cook, Tax Collector and Jennifer Smith, Senior Accountant. A short list of three vendors was selected and demonstrations of the three vendor's products were set up for the week of October 3rd through the 7th. All committee members were available to see the demonstrations and ask any pertinent questions.

The list of vendors under consideration was narrowed to two and from this group each committee member was asked which vendor they would recommend. We are please to say that all five members of the committee unanimously recommended Edmunds & Associates. Every committee member felt that the features and support offered by Edmunds & Associates would benefit the Town and continue to support the Town through our growth and development.

Also, the software selected will address the financial accounting numbers audit exception which appears in previous audit reports.

More information regarding the different vendor's demonstrated and other information will be provided before the November 9th meeting.

Therefore, staff is asking the Council to approve the committee's recommendation of Edmunds & Associates.