



Lee County Treasurer's Office
Paula Meyer, Treasurer

www.leecountyil.com

To: Finance Committee
From: Paula Meyer, Treasurer
Date: February 17, 2022
Subject: ACH Accounts Payable software

Proposal:

Standard payroll practice in the 21st century is to pay employees via direct deposit rather than cutting hard checks. Accounts payable is heading the same direction and the County has received several requests from vendors and department heads to pay invoices through the ACH (Automated Clearing House) rather than cutting physical checks.

To accomplish this, the County will need to purchase another module for the accounting software. The initial cost is \$2,850 with annual license fees of \$350. The cost for 2022 would be appropriate to charge to the Capital Fund.

Action:

Motion to approve purchase of Casselle Accounts Payable ACH software for \$2,850 with Capital Funds.

Service Agreement

Civic Systems, LLC
4807 Innovate Ln
P.O. Box 7398
Madison, WI 53707-7398

Lee County
112 E Second Street
Dixon, IL 61021

You agree to purchase the software and services detailed below and Civic Systems, LLC agrees to provide them. **An invoice will be sent after completion of the work described in the Investment Summary.** The information provided in this proposal is valid for 90 days from issue date.

INVESTMENT SUMMARY

License Fee- AP ACH and Vendor Portal	\$ 3,500
Training – Included (Support Call)	0
Less: Discount	<u>(1,000)</u>
TOTAL INVESTMENT	<u>\$ 2,500</u>
ANNUAL SUPPORT INCREASE	<u>\$ 350</u>

*Travel Costs not included

SIGNATURE AGREEMENT

The signatures below indicate each party's acceptance of this agreement.

LEE COUNTY, IL

Signature: _____
Title: _____
Date: _____

CIVIC SYSTEMS, LLC

Signature: _____
Title: _____
Date: _____



A SUBSIDIARY OF BAKER TILLY US, LLP