

DEPARTMENT: Public Works

BY: James J. Petropulos

PHONE: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION:

Authorize the Director of Public Works to enter into an agreement with Cascade Software Systems, Inc. to upgrade the current Cost Accounting Management System (CAMS) software to the 4.5 Version at a cost not to exceed \$22,000, and approve the Budget Action to transfer funds within the Public Works Administration budget to cover the cost.

The CAMS software currently being used by the Public Works Department is a customized program, and there is only one programmer available to us for technical support. At some point Cascade Software will no longer provide technical support to us, at which time we would have to either upgrade or convert to an entirely new software program.

The CAMS software is used by 39 different counties in the State of California, including almost all of the small, rural counties. If we were to convert to the standardized 4.5 Version of the program, we would benefit because any enhancement to the program is automatically forwarded to all of the users. The 4.5 Version has greater report writing options, which would allow us to operate more efficiently. Since we cannot always get the type of reports we need with our customized program, some of the data in CAMS is manually keyed in to Excel spreadsheets so we can get it into a format that is usable. This is a highly time consuming and inefficient process.

Another advantage of having the 4.5 Version is that the State personnel who assist Public Works in preparing the annual Road Report are very familiar with it, and know which reports to generate to obtain the needed data. Also, our ability to network with other counties to solve problems would be greatly enhanced, since the majority of them are already using (or planning to convert to) the 4.5 Version of the software.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Public Works Department included a request to upgrade the CAMS software in the 2001-02 budget as well as the 2002-03 budget, but the CAO did not recommend approval in either year to help balance the General Fund, and the Board did not approve the request.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

1. Do not approve the request to upgrade the CAMS software. The cost of upgrading at a later date will likely be higher, since the main component of the conversion charge is for computer programming time.
2. Direct the Public Works Department to investigate other software programs that could replace the CAMS program. The cost for this is likely to be at least two to three times higher than upgrading our current software, in addition to the extensive staff training that would be necessary to learn how to use it effectively.

Financial Impact? (X) Yes () No Current FY Cost: \$22,000

Annual Recurring Cost: \$0

Budgeted In Current FY? () Yes (X) No () Partially Funded

Amount in Budget: \$0

List Attachments, number pages consecutively

Additional Funding Needed: \$22,000

1. Memo from Rick Peresan (1 page)

Source:

2. Budget Action Form (1 page)

Internal Transfer X

3. Memo from Cascade Software Systems (2 pages)

Unanticipated Revenue 4/5's vote

Transfer Between Funds 4/5's vote

Contingency 4/5's vote

() General () Other

CLERK'S USE ONLY:

Res. No.: 03-160 Ord. No. _____

Vote - Ayes: 5 Noes: _____

Absent: _____

Approved

() Minute Order Attached () No Action Necessary

COUNTY ADMINISTRATIVE OFFICER:

_____ Requested Action Recommended

_____ No Opinion

Comments:

The foregoing instrument is a correct copy of the original on file in this office.

Date: _____

Attest: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California

By: _____
Deputy

CAO: _____



MARIPOSA COUNTY TECHNICAL SERVICES MEMORANDUM

To: Jim Petropolus
From: Rick Peresan
Date: April 29, 2003
RE: CAMS System Upgrade

I would like to take this opportunity to document my agreement with your planned system upgrade of the CAMS system. This upgrade is necessary for you to maintain vendor support and access the system with new PC operating systems.

Please keep me apprised of the upgrade schedule as I would like to take this opportunity to upgrade the tape drive, server operating system, and PC access. We have had many problems with the software on your current server which translates to excessive labor on the Technical Services Department and unnecessary frustration on your staff.

In conclusion, I'm sure the upgrade will provide many benefits to the Public Works Department and in the ability of the Technical Services Department to provide timely professional support.

Memo

To: Barbara Carrier
From: Aad F. Alkemade
CC:
Date: 04/28/03
Re: WIN-CAMS: Conversion to generic WIN-CAMS 4.5

With reference to our recent conversation I hereby submit a cost proposal to convert to the generic version of WIN-CAMS currently used by approximately 55 CSS clients.

<u>Cost Proposal</u>	
Programming Time: 140 hrs @ \$ 110.00	\$ 15,400.00
Accounts Receivable Module	\$ 3,000.00
Budget Revenues Ledger	\$ 1,000.00
File Conversions	\$ 1,500.00
Less: 35% Maintenance Agreement Credit	<u>-\$ 2,027.57</u>
Net Cost	\$ 18,872.43
Onsite Project Time: 2 days	\$ 1,920.00
Travel Time: 4 hours	\$ 220.00
Expenses: Travel & Per Diem	<u>\$ 950.00</u>
Total Cost	\$ 21,962.43

WIN-CAMS 4.5 – Differences and Advantages

- WIN-CAMS 4.5 is used by about 55 county Public Works, Roads and Fleet Departments in 5 U.S. States. All system improvements, updates and revisions performed for any client are automatically passed on to all other clients under existing Maintenance Agreements.
- Online screens are larger, provide more information, and provide many efficiency tools such as easy-to-use directory lookups with search capabilities, flexible data copy options (copy timecards, invoices, etc. to save on data entry time).
- Reports provide many more flexibility regarding record sort options, record selection criteria, optional report columns, ability to save and restore frequently-used report parameters, ability to specify font and page-tiling options.
- Reports can be spooled (displayed on the screen first) and then printed (hard-copy report) without having to re-run the entire report.
- Activity Codes can be used to enforce data entry rules such as requiring Project Nos (or Vehicle Nos, Road Nos, etc.), or not allowing Project Nos (or Vehicle Nos, Road Nos, etc.).
- Road & Bridge modules provide GASB34 functionality to provide asset values and depreciation schedules.
- Road module provides Pavement Condition options, calculation of Pavement Condition Index, recommends and provides cost estimates for various road maintenance options.
- Timecards module includes a new Timecard data entry program that allows entry for an Employee's entire Pay Period on a single screen. This new tool allows employees with access to PC's to perform daily time entry as part of their daily work routine. This in turns makes labor cost information available immediately for reporting purposes and it reduces the bottleneck of centralized time entry.
- Vehicles & Equipment module provides a lot more information such as a flexible Parts Cross Reference, Pending Repairs, additional billing options.
- Accounts Payable module has improved P.O. and Contract tracking, additional options for Vendor Invoices processing (e.g. Use Tax handling for out-of-state Vendors).
- Project Ledger module was upgraded to provide Revenue tracking by Project No. Project Nos now also feature (optional) "Phase Nos" which allows the same Project No to be used for different Phases of e.g. a large construction project.



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