

Kittitas County Treasurer

Agenda Staff Report

AGENDA DATE:

8/7/2012

ACTION REQUESTED:

Approve TUI Agreement between Kittitas County and Technology Unlimited Inc.

BACKGROUND:

The Kittitas County Treasurer's Office is requesting approval from the Board of County Commissioner's to purchase from Technology Unlimited Inc. the hardware and software associated with the check remitter. Currently, the Treasurer's Office staff is manually opening and sorting each piece of mail delivered to our office. Additionally, a second staff member in the office then has to post each payment manually in our tax reporting system. When you take into account the volume of mail received each year, this equates to a timely and inefficient process for the Treasurer's Office.

INTERACTION:**RECOMMENDATION:**

Request to approve and sign agreement.

HANDLING:

Please return to Deanna at Treasurer's office. I will need to send the contracts to TUI for additional signatures.

LEAD STAFF:

Deanna Panattoni