



**KARL L. KEITH**  
**MONTGOMERY COUNTY AUDITOR**

451 WEST THIRD STREET • P.O. BOX 972 • DAYTON, OH 45422

August 8, 2018

Ms. Deborah Lieberman, President  
Board of County Commissioners  
County Administration Building  
451 West Third Street  
Dayton, OH 45422-110

Dear Ms. Lieberman:

At the August 8, 2018 meeting, the Automatic Data Processing Board unanimously approved the request from the **Treasurer's Office** to purchase EZ-Scan Scanning software and hardware to add to the existing cashiering system currently being used. The purchase would be made from **Tyler Technologies** at a cost of approximately **\$90,670.00**. Funding would come from capital funds appropriated by OMB and the Treasurer's Office General Fund.

The ADP Board also approved unanimously a request from **BCC Information Technology** to purchase a new Service Desk Platform along with Professional Services. The software and training for this application would be purchased from **Service Now, Inc.**, based off of State of Ohio (DAS) MCSA0013, Contract # 15708TB-MCOH at a cost of **\$59,158.00**. The one-time professional services implementation for the project would be purchased from **RoundTower Technologies, Inc.**, at a cost of **\$47,154.45**. Funding would come from the approved 2018 BCC-IT Budget using OCA Codes 611613 and 611600.

Sincerely,

KARL L. KEITH, Secretary  
Automatic Data Processing Board

KLK/bru

cc: ADP Board Members  
James Alford, Data Processing Director  
Tina Ratcliff, Records Manager  
Emily Bradford, Clerk to BCC

Ms. Deborah Lieberman

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cc: Mary Montgomery, Assistant Prosecuting Attorney  
Kris Louthan, Accounting  
Katie Joseph, Accounting  
Missy Daulton, Accounting  
Teresa Walker, Accounting  
Tyler Small, Purchasing Director  
Marsha Shaffer, Purchasing  
Lynn Cooper, Treasurer's Office  
Jonathan Rike, BCC-IT  
Shawn Dunlavy, BCC-IT  
Richard Shively, BCC-IT