



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER _____

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DATE: 04/04/2023

**SUBJECT: APPROVAL OF INVOICE PAYMENT - INTELLIDACT LICENSES
AND PROFESSIONAL SERVICES - COUNTY CLERK'S OFFICE -
SHI GOVERNMENT SOLUTIONS, INC.**

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve payment of two (2) invoices for Intellidact Licenses and Professional Services, for the County Clerk's Office, to SHI Government Solutions, Inc. for \$156,138.00.

BACKGROUND

SHI Government Solutions, Inc. offers Intellidact Licenses and Professional Services through BuyBoard Contract #661-22.

The licenses and services were provided before a purchase order was issued. Software manufacturer Computing System Innovations (CSI) provides Robotic Process Automation (RPA) software and associated professional services for implementation through vendor reseller, SHI Government Solutions, Inc.

The vendor has been advised to not fill orders without first receiving a purchase order in a letter sent March 23, 2023. The department has been advised that a purchase order is required for purchase of these items. Future unauthorized purchases may be deemed as a donation to the County without reimbursement by the requesting department or the vendor providing the unauthorized good or service.

FISCAL IMPACT

Funding in the amount of \$156,138.00 is available in the following accounts:

\$91,105.00	569011/21100-2023/4820220000
\$65,033.00	578025/21100-2023/4820220000

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Elaine Johnson, CPPB Chris Lax, CPSM, CPSD, CPCP
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