***Submit completed worksheet to:***

*Siskiyou County Clerk, 311 Fourth St., Rm 201, Yreka, CA 96097*

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** | **5 Min** | **Meeting Date:** | **10/03/2023** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **County Clerk** | **Phone:** | **530-842-8084** |
| **Address:** | **311 Fourth St., Rm. 201, Yreka, CA 96097** |
| **Person Appearing/Title:** | **Laura Bynum, County Clerk** |
| **Subject/Summary of Issue:** |
| Approve License and Annual Software Support and Maintenance agreement with Questys “QSI 2011, Inc.” for the migration to Questys Access and to provide agenda creation and management services for the term July 1, 2023 through June 30, 2024 at the rates outlined in Schedules “A” and “C”.  |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | .01 |  |  |  |  |
| Fund:  | 1001 |  | Description: | General Fund | Org.: | 201080 | Description: |  |
| Account: | 723000 |  | Description: | Prof & Specialized |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [x]  |
| For Contracts – *Explain how vendor was selected:*       |
|       |
| Additional Information: |  |
|  |
| **Recommended Motion:** |
| Approve License and Annual Software Support and Maintenance agreement with Questys “QSI 2011, Inc.” for the term July 1, 2023 through June 30, 2024 at the rates outlined in Schedules “A” and “C”.  |
| **Reviewed as recommended by policy:** |  | ***Special Requests*:** |
| County Counsel |       |  |  |
|  |  |  | *Certified Minute Order(s)* |       | *Quantity:* |       |
| Auditor |       |  |  |  |  |  |
|  |  |  |  |  |  |
| Personnel |       |  | *Other:* |       |
| CAO |       |  |       |

***NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 10:00 a.m. on the Monday the week prior to the Board Meeting.*** Revised 8/09/2021