

## OPUD Catalog of Enterprise Systems as of July 1, 2016

#	Vendor	Product	System Purpose	Categories	Custodian	Frequency Data is Collected	Frequency Data is Updated
1.	Microsoft	Excel	Processing Permits	Building Permits and Permit Finals	Public Works	Daily	Daily
2.	Microsoft	Excel	Document Control	Document log, permit logs,	Public Works	Daily	Daily
3.	Microsoft	Excel	Fee Credits	Capacity Fees Credits and credit letters	Public Works	Weekly	Weekly
4.	Microsoft	Excel / Word	Project Bids and Proposal	Bidders Lists, Bid Packages, Project Checklist, contracts	Public Works	As Needed	As Needed
5.	Microsoft	Excel	Swimming Pool	Daily Counts, Pool checklists	Public Works	daily (during swim season)	daily (during swim season)
6.	Microsoft	Excel	Cert of Insurance	Cert of Insurance Log	Public Works	Annually and as needed	As Needed
7.	Microsoft	Excel	Commitment Tracking	Log for tracking regulatory items	Public Works	daily/ monthly / yearly	daily/ monthly / yearly
8.	Microsoft	Excel / Word	FOG / Wastewater	FOG Annual Permits and Letters	Public Works	Annually	Annually
9.	Microsoft	Excel	Well Logs Water	Well Logs	Public Works	Monthly	Monthly
10.	Microsoft	Excel	Commercial Accounts Water Use	Commercial Accounts Water use	Public Works	Monthly	Monthly
11.	General Public License	Joomla	Website	Website updating	Public Works	Daily	Daily
12.	Xerox Company	Firehouse	Fire Services and Emergency Operations Management	Records Management, Inventory, Staff Rosters	Fire Department	Daily	Daily
13.	Microsoft	Microsoft Office	Word Processing, Spreadsheet Tabulation, Email, Powerpoint Presentations and Access Database	Burn Permit Database, Weed Abatement Database, Word documents, Power Point documents, etc.	Fire Department	As needed	As needed
14.	Harris	FlexiBill	Financial Management	Accounts Receivable for Water/Sewer Accounts	Business Office	Daily	Daily
15.	Harris	MicroFund	Financial Management	General Ledger, Purchasing, Accounts Payable (vendor payments)	Business Office	Daily	Daily
16.	Harris	PayForce	Financial Management	Employee Payroll	Business Office	Daily	Daily

17.	Harris	Cash Management	Financial Management	Bank Reconciliations	Business Office	Monthly	Monthly
18.	Filemaker, Inc.	Filemaker Pro	Financial Management	Cash Receipts Reconciliation	Business Office	Daily	Daily
19.	Filemaker, Inc.	Filemaker Pro	Financial Management	Accounts Payable/Vendor Invoices	Business Office	Daily	Daily
20.	Filemaker, Inc.	Filemaker Pro	Financial Management	Service Application and Accountholder Changes Log	Business Office	Daily	Daily
21.	Filemaker, Inc.	Filemaker Pro	Financial Management	Payroll Reconciliation	Business Office	Daily	Daily
22.	Filemaker, Inc.	Filemaker Pro	Financial Management	Log of Liens and Lien Releases Recorded	Business Office	Daily	Daily
23.	Filemaker, Inc.	Filemaker Pro	Financial Management	Customer Amortization Agreements	Business Office	Daily	Daily
24.	Filemaker, Inc.	Filemaker Pro	Financial Management	Customer Deposits on File	Business Office	Daily	Daily
25.	Filemaker, Inc.	Filemaker Pro	Financial Management	Shut Off and Delinquent Notices	Business Office	Daily	Daily