



Clerk of the Circuit Court and Comptroller Seminole County

Budget Amendment Request for PaymentWorks

Protecting taxpayer dollars is the Comptroller's Office highest priority. In light of recent fraudulent transactions and cybercrimes that government agencies have fallen prey to, my office has found it necessary to evaluate available options in processing vendor payments, while ensuring safety in automating such payments. In working with the County's Resource Management department and the Purchasing and Contracts Division, we have selected PaymentWorks for vendor validation. PaymentWorks is a web-based vendor onboarding and vendor validation application designed to enhance the County's accounts payable function by automating vendor payments as well as reducing the risk of potential cybercrimes. The Comptroller's Office is requesting a Budget Amendment Request of \$86,000 for implementation of PaymentWorks.

Background

The Clerk's Office conducted research of automating vendor payments, while maintaining security. The research resulted in the discovery of PaymentWorks. PaymentWorks is a secure, cloud-based application that automates vendor onboarding, verification of vendor Tax ID, validation of their banking information, their addresses and verification of suspension and debarment. PaymentWorks ensures that the vendor data is accurate and complete, while reducing the potential risk of vendor fraud. By leveraging the automation and security features of PaymentWorks, the Clerk's Office will ensure that only vendors that have been properly onboarded, vetted and verified will receive electronic payments.

Benefits of PaymentWorks

1. **Increased Security and Compliance:** The PaymentWorks application includes security measures to verify vendor identities. The application uses Artificial Intelligence to perform multi checks of various websites, such as the IRS, the USPS, banking information and whether the vendor has changed their payment information with other entities. This multi checks process reduces the risk of fraud and improper payments, ensuring that only legitimate vendors are paid. **See Exhibit A.**



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- 2. Vendor Onboarding:** The Clerk's Office will partner with the County's Purchasing and Contracts Division (PCD) to automate vendor onboarding. This will reduce the administrative burden on both County and Clerk staff as the vendors would be the ones making any necessary changes to their address and/or banking information. By streamlining vendor registration and verification, PaymentWorks will reduce the risk of human errors associated with manually entering a vendor's data in JD Edwards from the vendors W-9 received from PCD.
- 3. Enhanced Transparency:** PaymentWorks will provide real-time updates on vendor payment status. Vendors will have the ability to log in to see the status of their invoices. This will help ensure timelier vendor payments as vendors would not need to wait to receive a mailed check.

Safeguarding Taxpayer Dollars

As Clerk, I am committed to ensuring taxpayer dollars are used responsibly and the County's financial operations are protected against fraud and human errors. Implementing PaymentWorks will enable the Comptroller's Office to continue to maintain fiscal responsibility and vendor management.

BAR Request

To successfully implement PaymentWorks, the cost is approximately \$86,000, as noted below:

One Time Costs - Initial Year	\$	15,000
Ongoing Annual Fee		60,850
JD Edwards Configuration		10,000
Total Cost FY 24-25	<u>\$</u>	<u>85,850</u>

The above funding covers the cost of JD Edwards configuration, implementation, staff training, and ongoing support services.

Thank you for your partnership in this important initiative.