

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON,
APPROVING AN INCREASE IN PROJECT-FUNDED CITY STAFF BY TWO FULL-TIME-
EQUIVALENT POSITIONS TO SUPPORT THE PROCUREMENT AND
IMPLEMENTATION OF A NEW ENTERPRISE FINANCIAL AND HUMAN RESOURCE
SYSTEM**

WHEREAS, the City's current finance management software system was purchased in the 1980s and is outdated and does not meet the business needs of the City; and

WHEREAS, the current finance management software system is inefficient, outdated technology that is difficult to use, lacks reporting functions for analysis and decision-making, and does not integrate with other software applications; and

WHEREAS, the City's Human Resources Department does not have an integrated management system; and

WHEREAS, the City has worked with the Government Finance Officers Association since November 2020 to improve the City's businesses processes based on best practices and to develop a Request for Proposals to procure a technology solution, in the form of an enterprise finance, human resources, and payroll system, to replace the City's current, out-of-date finance software system; and

WHEREAS, through the Request for Proposal process, the City has identified a preferred vendor to provide the technology solution and is currently in contract negotiations with that vendor; and

WHEREAS, once the contract with the chosen vendor is in place, the City will commence an intensive process to implement the new technology solution and related policies, procedures, and processes; and

WHEREAS, the successful implementation of an enterprise finance, human resources, and payroll system requires a full-time Human Resource Analyst to create capacity for staff to participate in the implementation project; and

WHEREAS, the new finance, human resource, and payroll management system also requires a full-time Software Administrator to create capacity and build software expertise in Information Services during the project implementation; and

WHEREAS, the project funding for the implementation of a new finance, human resources, and payroll management system has adequate funding to support two full-time, project-funded employees for a period of 18 months;

NOW, THEREFORE, THE OLYMPIA CITY COUNCIL DOES HEREBY RESOLVE that it approves the increase of City staffing by two full-time-equivalent, project-funded employees, one Human Resource Analyst and one Software Administrator, to support the implementation of a new finance, human resource, and payroll management and information technology solution through early 2023, supported by project funding.

PASSED BY THE OLYMPIA CITY COUNCIL this _____ day of _____ 2021.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

Michael M. Young

DEPUTY CITY ATTORNEY