



## RESOLUTION/ORDINANCE EXECUTIVE SUMMARY

### **Ordinance: No.**

Approving Purchase from Workday Adaptive Planning of Pleasonton, California for Access to and Use of Data Analytics and Budgeting/Forecasting Software and Budget Transfer

**Committee Flow:** Finance and Budget Committee, Executive Committee, County Board

**Contact:** Kathleen T Hopkins, 630.208.5132

### **Budget Information:**

Was this item budgeted? Yes	Contract Approval Amount \$ 9,613
If not budgeted, explain funding source:	Budget Transfer Request: \$4,000
	Emergency Appropriation Amount: N/A

### **Summary:**

The Finance Department contracted\* with EisnerAmper in FY 2024 in the amount of \$2,500 to conduct an assessment to determine how the County can expand usage of the Workday Adaptive Planning budgeting and forecasting software tool currently used by the Kane County Division of Transportation to all other County funds. EisnerAmper is a sole source selection professional service provider as Workday Adaptive Planning listed Eisner Amper as their preferred, accredited, and sole partner within the greater Chicagoland area to provide these implementation services (see Exhibit D). States Attorney reviewed original \$2,500 contract.

As a result of this assessment, EisnerAmper submitted a proposal in the amount of \$57,780 to assist with implementation in a Phase I and Phase II approach. This amendment to the EisnerAmper contract will be in a separate resolution.

In order to provide these professional software implementation services, Kane County will also need to amend its existing software subscription contract with Workday Adaptive Planning in the amount of \$9,613.00 as a separate "instance" of the software will be needed in order to provide the new implementation services. The \$9,613 will be for a three year subscription, with \$4,000 required upon signing the amended agreement. Funding for this contract is included within the Finance Department FY 2024 budget but requires a transfer from the Personnel Services to the Capital category of expenditures.

In order to fund these implementation services, the Finance Department is requesting a budget transfer from the Personnel Services to the Capital category of its FY 2024 Budget as detailed in the chart below in order to fund the software subscription. The lower forecasted amount for the Personnel Services budget category as compared to the original budget is due to the delay in hiring a Grant Administrator (started April 2024) and the loss of the Payroll Clerk (April 2024) with expected hiring not for several months.

Category	FY 2024 Original Budget	FY 2024 Forecast (includes implementation costs)	Difference	FY 2024 Requested Transfer
Personnel Services	\$1,146,396	\$1,091,487	\$54,908	(\$4,000)
Contractual Services	\$217,439	\$242,072	(\$24,633)	
Commodities	\$5,544	\$4,651	(\$892)	
Capital	\$0	\$4,000	(\$4,000)	\$4,000

Staff recommends approval