

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Mickey Crittenden, Director of IT
INITIATED BY



Mickey Crittenden, Director of IT
DRAFTED BY

Finance Committee
SUBMITTED BY

March 8, 2016
DATE DRAFTED

**AUTHORIZING PURCHASE OF HIGH LINE SOFTWARE UPGRADE AND
PROFESSIONAL SERVICES**

1 **WHEREAS**, the upgrade of the County's High Line Human Resources and Payroll software to the
 2 NextGen version is a budgeted strategic initiative for 2016 for replacing a system version that is
 3 approaching end-of-support; and,
 4
 5 **WHEREAS**, the Information Technology Department, in coordination with the Human Resources and
 6 Finance Departments, has specified all of the required upgrade components and system options; and,
 7
 8 **WHEREAS**, the Information Technology Department has worked with High Line Corporation in
 9 developing a project plan that includes upgrading the system software, related third-party software, and
 10 the associated professional services; and,
 11
 12 **WHEREAS**, the High Line Agreement Addendum itemizes all upgrade software components and
 13 professional service activities; and,
 14
 15 **WHEREAS**, the pricing and terms available to the County for the Highline software and professional
 16 services is accomplished via the County's existing Master Program License and Service Agreement
 17 #960501 with Highline Corporation.
 18
 19 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
 20 this 24th day of March, 2016 that a Purchase Order for the High Line software upgrade
 21 and related professional services be issued to High Line Corporation in the amount of \$156,555.
 22
 23 **BE IT FURTHER RESOLVED** that payment be made to the vendor upon approval of the Finance
 24 Committee.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney
Mary Mawhinney, Chair

Sandra Kraft
Sandra Kraft, Vice Chair

Mary Beaver
Mary Beaver

Brent Fox
Brent Fox

J. Russell Podzilni
J. Russell Podzilni

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
Josh Smith
County Administrator

FISCAL NOTE:

Sufficient funds are available in the IT Capital Projects account for this purchase. This account is funded by sales tax revenues.

Sherry Oja
Sherry Oja
Finance Director

LEGAL NOTE:

Highline was previously the low bidder on Human Resources services software. This is an upgrade to their existing system which County Board can authorize pursuant to § 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements.

Jeffrey S. Kuglitsch
Jeffrey S. Kuglitsch
Corporation Counsel

16-3B-513

Executive Summary for Authorizing Purchase of High Line Software Upgrade and Professional Services

This project is a budgeted 2016 IT Strategic Initiative and will upgrade the current Human Resources and Payroll system, ePersonality, to the most recent software version (called NextGen) and add features, functionality, and long sought modules. The current version of the software is approaching end-of-support. The new version will include a new user interface, a new Business Intelligence report generator, and new modules that include Employee/Manager self-service, Workflow, and Timekeeping self-service.

The project cost includes the first year of support for the new modules. Professional services related to upgrade planning, software installation, staff training, and post-implementation troubleshooting are included as part of the project. This upgrade will result in the County having a state-of-the-art system for managing Human Resources and Payroll. The total cost of the system upgrade is \$156,555.