

# 2023-2024 Budget Preparation - Regular Additional Service Request

## Administrative Services

## Information Technology

ASR # 2023- 6727      Fund 375      Cost Cente 375100      Originator: P. Rice

Expenditure Type: One-Time      Add'l FTE       Add'l Space       Priority 1

**Name of Request: ERP Project Budget Additions**

Costs:	Object	Object Description	2023 Requested	2023 Approved	2024 Requested	2024 Approved
	6630	Professional Services	\$1,604,000	\$1,604,000	\$0	\$0
	8301	Operating Transfer In	(\$1,604,000)	(\$1,604,000)	\$0	\$0
	<b>Totals</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**1. Description of Request:**

**a) Describe the proposed activity or service, and indicate whether it is a higher or lower priority than existing services in your department budget.**

Add additional funding to the existing Enterprise Resource and Planning (ERP) project budget for the upgrade of our financial system from JDE World to JDE Enterprise One.

**b) Who are the primary customers for this service?**

All county departments.

**2. Describe the problem this request addresses and why Whatcom County needs to address it.**

The Financial System Software project budget (Fund 375) was established in 2018 with initial funding in the amount of \$1,750,000. Over the years the project team has worked with a consultant on requirements and has performed a significant amount of research with vendors and other organizations. Our Request for Proposal (RFP) for an implementation consultant closed in May of 2022 and we are now able to more accurately estimate project costs. It is anticipated that the project will need additional funding in the amount of \$1,604,000 to perform the core upgrade from JD Edwards World to JD Edwards Enterprise One planned for the 4th Quarter of 2023.

**3. Options**

**a) What other options have you considered? Why is this the best option?**

The primary option is to continue with the initial budget established in 2018. Revising the budget based on more accurate cost forecasts will help to insure that the project is successful.

**b) What are the specific cost savings? (Quantify)**

The upgrade to a new financial system will result in process improvements and more timely financial information.

**4. Outcomes / Objectives**

**a) What outcomes will be delivered and when?**

The core upgrade from JD Edwards World to the newer JD Edwards Enterprise One will be completed at the end of 2023.

**b) How will you know whether the outcomes happened?**

County departments will be using a stable and reliable JD Edwards Enterprise One for our financial system.

**5. Other Departments/Agencies**

**a) Will this ASR impact other departments or agencies? If so, please identify the departments and/or agencies impacted and explain what the impact(s) will be.**

All county departments will benefit from and by impacted by a new financial system.

**b) If another department or agency is responsible for part of the implementation, name the person in charge of implementation and what they are responsible for.**

Executive's Office, Finance, Human Resources, IT, Treasurer's Office, and Public Works are participating in and guiding the project for all of the departments.

**6. What is the funding source for this request?**

Transfer in from Administrative Services Fund Health Insurance  
(See companion ASR # 2023-6918)

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