

Resolution No.: 2025-25

Passed: May 12, 2025

A RESOLUTION AUTHORIZING THE FISCAL OFFICER AND VILLAGE ADMINISTRATOR TO EXECUTE ALL DOCUMENTS NECESSARY WITH CIVICA NORTH AMERICA, INC FOR THE PURPOSE OF PURCHASING SOFTWARE UPGRADES AND DECLARING AN EMERGENCY

WHEREAS, the Village of West Lafayette has received a reimbursement grant from the Appalachian Regional Commission; and

WHEREAS, the Village of West Lafayette desires utilize a portion of the grant to purchase upgrades to the Civica Authority Finance software to add Requisition Routing for purchase orders and Business Intelligence Solution for budgeting; and

WHEREAS, the Village of West Lafayette has received a quote for \$32,340.00 (thirty-two thousand three hundred forty dollars and 00/100), from Civica North America, Inc., for the items described above.

NOW, THEREFORE, be it Resolved by the Council of the Village of West Lafayette, State of Ohio as follows:

Section 1: For purchases over \$15,000.00, The Village Purchasing policy requires an attempt to obtain a minimum of two written quotes and Council approval. The Village Purchasing policy allows for an exception to the two quotes under the "Sole Source" exception when the service may be met by only one supplier. These software solutions are specific to the existing financial software and will be more cost-effective than integrating a new system from scratch that could potentially result in errors and data loss due to incompatibility.

Section 2: The Village Administrator and Fiscal Officer are hereby authorized to execute all documents necessary with Civica North America, Inc. to purchase the Authority Finance software upgrades.

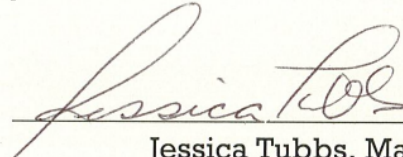
Section 3: That this resolution shall be declared an emergency measure necessary to preserve the health, welfare and safety of the citizens of the Village of West Lafayette, Ohio the emergency being that the timeline to spend grant funds is short and the timeline to implement the software will take several weeks therefore the resolution shall take effect immediately upon passage by Council and signing of the Mayor.

Record of Resolution

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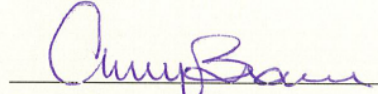
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PASSED IN COUNCIL THIS 12th day of May 2025.



Jessica Tubbs, Mayor

ATTEST:



Amy Bourne, Fiscal Officer