

RESOLUTION NO. 2017-02

A Resolution approving the City Manager or designee to enter into and manage a contract with PlanB Consultancy, Inc. (PlanB) for accounting services in an amount not to exceed \$25,000.00.

RECITALS:

The Finance Department currently has an open accountant position which will likely not be filled for several months, due to the lack of qualified candidates. Therefore, the City requires accounting assistance related, but not limited to, month-end closing and general ledger support, enabling timely completion of essential accounting functions performed by Finance Department.

The City desires to contract with the firm of PlanB Consultancy, Inc. to provide this assistance. The City has a long-term relationship with the partner of PlanB, Mr. Rob Moody, who has assisted the City with various accounting services in the past. PlanB's proposal states that the work related to the engagement will be performed primarily by Mr. Moody, Partner, with support from other PlanB team members as necessary or appropriate. Mr. Moody is well qualified to provide these services.

Professional accounting services provided by PlanB will include, but are not limited to, completing month-end bank reconciliations and general ledger closing, analyzing and reconciling general ledger accounts, and preparing adjusting journal entries. It is anticipated that PlanB's accounting assistance will be required from January through April 2017.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF McMinnville, OREGON, as follows:

1. That entry into a contract between the City of McMinnville and PlanB Consultancy, Inc. is hereby approved.
2. The City Manager is hereby authorized and directed to execute the contract with PlanB Consultancy, Inc.
3. That this resolution shall take effect immediately upon passage and shall continue in full force and effect until modified, revoked, or replaced.

Adopted by the Common Council of the City of McMinnville at a regular meeting held the 10th day of January 2017 by the following votes:

Ayes: Drabkin, Garvin, Jeffries, Menke, Stassens, Ruden

Nays: _____

Approved this 10th day of January 2017.



MAYOR

Approved as to Form:



CITY ATTORNEY