



Request for City Council Committee Action from the Department of Information Technology

Date: February 9, 2015

To: The Honorable John Quincy, Chair, Ways and Means Committee

Subject: Execute Contract for Enterprise Resource Planning (ERP) Reporting Services with Phytorion, Inc.

Recommendation: Authorize proper City officials to

- Execute all necessary contract documents with Phytorion, Inc. to provide the Enterprise Resource Planning (ERP) Reporting Services
- Establish the initial contract for two years through February 9, 2017, for \$800,000
- Establish a one-year option to extend the contract

Previous Directives: None

Department Information:

Prepared by: Barb Malinski, Contract Administrator Submitted by: Otto Doll, Chief Information Officer Kevin Carpenter, Chief Finance Officer Approved by: Spencer Cronk, City Coordinator Presenter(s) in Committee: Otto Doll, CIO

Reviews	Approval	Date	Not Applicable
Permanent Review Committee (PRC):	<input checked="" type="checkbox"/>	December 4, 2014	<input type="checkbox"/>
Civil Rights Approval:	<input type="checkbox"/>	Pending	<input type="checkbox"/>
Policy Review Group (PRG):	<input type="checkbox"/>		<input checked="" type="checkbox"/>

Financial Impact

Yes. Funding for this contract is included in the overall approved ERP Program budget.

Supporting Information

The desired outcome of this project is to enable the City to replace and extend the current reporting solution for the Enterprise Resource Planning (ERP) program.

The City released a Request for Proposals (RFP) on December 10, 2014 for the ERP program's reporting solution. The RFP was structured to replace and extend the current reporting solution being discontinued in 2015, since it will no longer be supported by Oracle. The current plan for this project is to develop a data warehouse and implement the first phase of financials reporting for the ERP Program by the go-live date at the end of August 2015. The second phase of the financials reporting and work on the Human Resources (HR) reporting is expected to begin *after* the ERP Program go-live date.

IT and Finance & Property Services would like to establish a contract with Phytorion, Inc. to help implement this project. Consultant responsibilities would include, but not be limited to:

- Propose an approach and timeline for meeting City goals at go live date
- Provide PeopleSoft data expertise and experience to quickly review and assess the City's reporting needs and reporting strategy, including development and use of a reporting database/data warehouse
- Build the reporting data source as needed
- Build reports included in the reporting inventory, using the existing City reporting toolset
- Perform training and knowledge transfer with City employees as directed

IT and Finance & Property Services requests authorization for proper City officials to:

- a. Execute all necessary contract documents with Phytorion, Inc. for the ERP Reporting Services
- b. Establish the initial contract for two years through February 9, 2017, for \$800,000
- c. Establish a one-year option to extend the contract through February 9, 2018