

# Enterprise Resource Planning Software Upgrade Support and Implementation Services

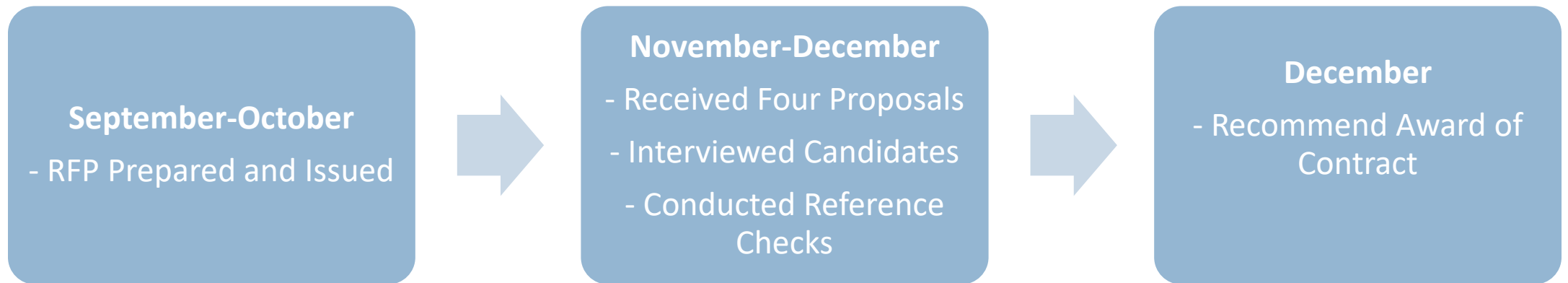
City Council Presentation | December 13, 2021

# Background

- Current financial system is over 20 years old
- The Budget Task Force recommended an upgrade
- The City Council approved \$1.6M in funding in June 2021
  - Total budget: \$1.9M including \$300K authorized in a prior budget cycle
  - Upgrade the system from Tyler Eden to Tyler Munis
- The goal is to utilize a modern system to provide transparent and real time financial information to the public

# RFP Process

- Issued a request for proposal (RFP) for upgrade support and implementation services
  - Phase 1 – Needs Assessment
  - Phase 2 – Contract Negotiation
  - Phase 3 – Project Management Implementation Services (Runs Concurrent with Tyler Upgrade Project)



# Contract Overview

- Recommended firm: BerryDunn
  - A management and IT consulting firm
  - Formed in 1974 with over 600 staff members and eight office locations
  - Has extensive experience in serving state and local governments
- The City received positive reference responses
- Contract amount: \$372K

Phase	Hours Estimate	Cost
<b>Phase 0.</b> Project Planning and Ongoing Management	28	\$5,200
<b>Phase 1.</b> Needs Assessment	130	\$26,200
<b>Phase 2.</b> Tyler Munis Contract Negotiations	192	\$38,400
<b>Total</b>	<b>350</b>	<b>\$69,800</b>
<i>Travel Expense Estimate</i>	-	\$7,000

Optional Phase 3's timeline and implementation project management costs will largely depend on the contract the City negotiates with Tyler and the role BerryDunn serves during this process. For planning purposes, implementation project management services will be based on an hourly rate of \$205 for services completed through March 30, 2024. Table 2 contains our estimates based upon an assumed 12-month implementation

*Table 2: Costs and Hours for Optional Phase 3*

Phase	Monthly Hours	Months	Cost
<b>Phase 3.</b> Implementation Support	120	12	\$295,200

We welcome the opportunity to discuss implementation costs estimates further with the City and adjust based on the needs of the City, as appropriate.

# Recommendation

- Approve a Consulting Services Agreement with BerryDunn for an amount not to exceed \$372,000 for enterprise resource planning software upgrade support and implementation services

# Q&A

