



Office of the City Manager

CONSENT CALENDAR
September 14, 2021

To: Honorable Mayor and Members of the City Council

From: Dee Williams-Ridley, City Manager

Submitted by: Savita Chaudhary, Director, Information Technology

Subject: Contract No. 104583-1 Amendment: Government Finance Officers Association for System Design Document Review to support Enterprise Resource Planning implementation

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute a contract amendment with the Government Finance Officers Association (GFOA) for Business Process Review services, increasing the amount by \$40,000 for a total contract value not to exceed \$194,285 from March 16, 2015 to December 30, 2021.

FINANCIAL IMPACTS OF RECOMMENDATION

Funding for additional services related to the implementation of Tyler Munis for the online Enterprise Resource Planning (ERP) is available in the FUND\$ Replacement Fund Account code: 503-35-362-376-0000-000-412-612990.

Spending for this contract in future fiscal years is subject to Council approval of citywide budget and annual appropriation ordinances.

CURRENT SITUATION AND ITS EFFECTS

The City of Berkeley has implemented Phases 1A and 1B of Tyler Technologies' Munis ERP system. Part of the ERP implementation process includes conducting a review of existing and proposed business processes, in addition to system design. It is important to conduct continuous quality improvement which in turn supports better adoption of a new ERP System.

BACKGROUND

GFOA has supported the city of Berkeley throughout the ERP implementation process from business analysis to Request for Proposal development and throughout negotiations with Tyler Technologies to develop an implementation contract and has conducted several reviews of documentation for the project. This portion of the funding is for GFOA to provide a written analysis of each deliverable in the contract with Tyler Munis.

GFOA is a non-profit organization that has no affiliation with any software or hardware vendors, therefore serves as a completely independent agent for the government agency

they work for. In 2015, a waiver of competitive solicitation was approved for advisory services. This request is for the extension of these advisory services.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

The adoption of a modern ERP system will reduce the City's reliance for paper for processing several critical business transactions. The business process analyses provided by GFOA continues to provide additional opportunities for the City to explore improvement of environmentally sustainable processes.

RATIONALE FOR RECOMMENDATION

GFOA provides ERP implementation advisory services by focusing on business process, organizational change, and requirements definition to ensure follow through on project scope and goals.

GFOA has grown to become a market leader in assisting local governments with their ERP systems. GFOA consultants have past consulting experience, best practice research, and conducts benchmark reach with leading comparable organizations. GFOA has assisted approximately 300 cities, counties, and school districts with system selection, contract negotiation, implementation readiness, and business document review.

ALTERNATIVE ACTIONS CONSIDERED

Staff considered taking no action, however it is important to continually assess the quality of the system design of an ERP to ensure system improvement for the City to ensure decisions are consistent with best practices.

CONTACT PERSON

Savita Chaudhary, Director, Information Technology, 510-981-6541

Attachments:

1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 104583-1 AMENDMENT: GOVERNMENT FINANCE OFFICERS
ASSOCIATION FOR SYSTEM DESIGN DOCUMENT REVIEW TO SUPPORT
ENTERPRISE RESOURCE PLANNING IMPLEMENTATION

WHEREAS, on March 16, 2015 the City entered into a contract with the Government Finance Officers Association to support the implementation of the new Enterprise Resource Planning (ERP) system utilizing sole source documentation for specialized advisory services for the public sector, and this request is for the extension of these advisory services; and

WHEREAS, the City of Berkeley has implemented Phases 1A and 1B of Tyler Technologies' Munis ERP system; and

WHEREAS, the ERP implementation process includes conducting a review of existing and proposed business processes, and it is important to conduct continuous quality improvement which in turn supports better adoption of a new ERP System; and

WHEREAS, GFOA has supported the City of Berkeley throughout the ERP implementation process from business analysis to Request for Proposal development and throughout negotiations with Tyler Technologies to develop an implementation contract and has conducted several reviews of documentation for the project; and

WHEREAS, GFOA is a non-profit organization that has no affiliation with any software or hardware vendors, therefore serves as a completely independent agent for the government agency they work for.

WHEREAS, funding for these additional services is available in the Fiscal Year 22 FUND\$ Replacement Fund, and spending for this contract in future fiscal years is subject to Council approval of citywide budget and annual appropriation ordinances.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is hereby authorized to amend contract 104583-1 with the Government Finance Officers Association for Business Process Review services, increasing the amount by \$40,000 for a total contract value not to exceed \$194,285 from March 16, 2015 to December 30, 2021.

