



Legislation Details (With Text)

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Presented by: Diane McMordie, Director of Finance

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11/28/2016	1	City Council	approved	

Sole Source - Financial System Modules Implementation

Presented by: Diane McMordie, Director of Finance

RECOMMENDATION(S)

That Administration be authorized to sole source the purchase of System Implementation Consulting Services from Unit4 related to the implementation of previously under-utilized functionality, as well as implementation of the newly purchased Agresso modules. The estimated work, based on a 3 year implementation plan, is for a total of \$244,295 funded from Project 415508 & Project 416508.

PURPOSE OF REPORT

To obtain Council approval to proceed with the sole source of system implementation consulting services with Unit4 related to new Agresso modules.

COUNCIL DIRECTION

As per City Council policy C-CAO-01 City Manager Delegations, City Council authorization is needed for sole source purchases in an amount greater than \$100,000.

BACKGROUND AND DISCUSSION

In the 2014, 2015 and 2016 budgets, Council approved Capital Charters related to the upgrade of the City's financial system for a total of \$1 million. After a period of investigation, Administration made the decision to add modules to the current Agresso financial system to further enhance functionality, create efficiencies and add features previously not available. In early 2016, all desired modules were purchased and a three year implementation plan was established. It is estimated that successful implementation of all the additional modules and functionality would require approximately 141 days

of professional consulting time over three years.

On November 8, 2016, and for 8 days, the opportunity was posted to APC (Alberta Purchasing Connection) as an expression of interest/pre-qualification (EOI/PQ) as it was unknown if there were firms outside of Unit4 who possessed the capability to aide in the implementation of software and subsequent process development. No qualified firms submitted a response to the posting.

As Unit4 is the software developer, specific expertise exists within their organization to provide professional consulting services to ensure a successful project. The City works with Unit4 consultants in an "On Demand" basis with relation to our current system for modifications and trouble shooting of issues. Unit4 also supported the City through a recent large upgrade to bring us to a much newer version of the software.

The basic timelines of the project plan are as follows:

- 2017 Implementation of:
 - New analytic tools
 - Process efficiency enhancements
- 2018 Implementation of:
 - Planning & Project capabilities
 - Upgrade to Newer Agresso version
- 2019 Implementation of:
 - New analytic tools/dashboards
 - Financial instruments modules
 - Contract Management capability

STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT

Financial Services and Innovation & Technology have worked closely together throughout the initial stages of this project. Implementation of modules and processes that will impact staff throughout the organization will be planned through a consultative process to ensure the success of the project.

IMPLICATIONS OF RECOMMENDATION(S)

Financial: Funding for the consulting portion of this system implementation is within the scope and budget of project# 415508 & 416508.

Legal / Risk: None at this time

Program or Service: None at this time

Organizational: Implementation of modules impacting departments outside of financial services will be planned and staged after a comprehensive consultation with impacted areas.

ALTERNATIVES AND IMPLICATIONS CONSIDERED

There are no other viable/preferable solutions.

STRATEGIC CONNECTIONS

Report Date (Council Meeting Date): November 28, 2016
Author(s): Diane McMordie, Director of Finance & Utilities
Committee/Department: Financial Services
General Manager: Chris Jardine, Acting General Manager
Interim City Manager: Chris Jardine