



TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Lee R. Feldman, ICMA-CM, City Manager

DATE: October 15, 2013

TITLE: Motion to approve the award of a two-year contract for consulting services for an Enterprise Resource Planning (ERP) system – Request for Proposals (RFP) 735-11244 - \$131,560

Recommendation

It is recommended the City Commission award a two-year contract for consulting services, in substantially the form attached, for an ERP system to the top ranked proposer, Plante & Moran PLLC, in the amount of \$131,560 and authorize the City Manager to approve two, one-year renewal options, contingent upon appropriation of funds.

Background

The Information Technology Services Department will begin the process to modernize the City's core financial, human resources and potentially other systems, which are currently in use and over ten years old.

The City currently utilizes multiple business software applications. The lack of integration between the software applications requires duplication of efforts and data across systems, computer tasks and manual data entry. The current software applications do not meet the financial reporting or other operational needs of the organization, including our ability to keep pace with increased informational and online processing demands. In an effort to reduce cost and to work more efficiently, the City staff is recommending the services of an independent consultant to assess and analyze the various software applications being used and to assist in the development of an RFP as well as selection of an ERP system so that cross-departmental processes and systems are integrated and more closely aligned.

On July 8, 2013, seven proposals were opened in response to the City's RFP seeking the services of a professional consultant to assess the City's comprehensive software needs and assist City staff in selecting and implementing an ERP system. The selection and evaluation committee consisted of the following City staff: Shelley Gialluca, Information Technology Services, Douglas Wood, Finance and Kristin Tigner

of Human Resources. A thorough evaluation process was conducted that included questions to proposers for proposal clarification, short listing to the top three proposals, and on-site presentations by the final three vendors. The process was concluded with best and final offers, which were evaluated and scored by the committee, resulting in a recommendation of the top ranked proposer, Plante & Moran PLLC.

Resource Impact

There will be a fiscal impact to the City in the amount of \$131,560. Future expenditures are contingent upon approval and appropriation of the annual budget.

FUNDS AVAILABILITY LOCATION:

FY	FUND	SUB FUND	FUND NAME	INDEX #	INDEX NAME	SUB OBJ #	SUBJECT NAME	AMOUNT
2014	581	02	Central Services	P11937.581	Enterprise Resource Planning (ERP)	6550	Administration	\$131,560
TOTAL								\$131,560

Attachments

Exhibit 1 – Evaluation Scoring RFP 735-11244

Exhibit 2 - Agreement

Prepared by: Richard Ewell, Procurement Specialist II
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Department Director: Mike Maier, Information Technology Services