

Agenda Report

TO: CITY COUNCIL **DATE:** JUNE 11, 2001

THROUGH: FINANCE COMMITTEE

FROM: CITY MANAGER

SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH ACUENT INC., IN AN AMOUNT NOT TO EXCEED \$55,550 FOR AN APPLICATION UPGRADE READINESS ASSESSMENT AND PROJECT PLAN DEVELOPMENT FOR THE UPGRADE OF THE PEOPLESFT FINANCIAL SYSTEM UPGRADE VERSION 7.5 SERVICE PACK 1

RECOMMENDATION

It is recommended that the City Council authorize the City Manager to enter into a contract, without competitive bidding pursuant to City Charter Section 1002(F) contracts for professional or unique services, with Acuent Inc., for an amount not to exceed \$55,550 for PeopleSoft Upgrade Readiness Assessment, Project Plan Development. It is further recommended that the City Council grant the proposed contract an exemption from the Competitive Selection Process of the Affirmative Action in Contracting Ordinance pursuant to section 4.09.060(C), contracts for which the City's best interests are served.

BACKGROUND

PeopleSoft, supplier of the Financial software used by the City to track, report and control costs, (modules include Asset Management, Accounts Payable, Accounts Receivable, Billing, Budget, General Ledger, Inventory, Project Costing and Purchasing) provides a major release to those customers that have executed their annual support agreement approximately every twelve to eighteen months. A major release will include enhancements to the applications and system utilities that take advantage of new technologies, improved system performance, provide application modules with updated functions and features and include reporting tools which are geared towards industry requirements that have been requested by the user community. The City has adopted the policy to review these releases and implement on an as needed basis rather than as available. It is however a requirement that a user fall no further than two versions behind the current release or be in violation of the annual support agreement. This migration is required to remain under annual support with PeopleSoft. Additionally, the implementation of this upgrade will ensure the continued growth and usability of the system from both a functional and technical standpoint.

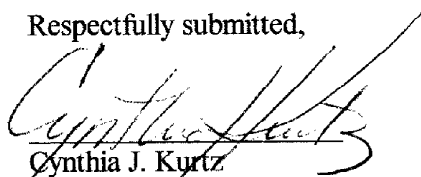
This is the second upgrade to a major release for the City. Acuent Inc., (formerly DataStudy) assisted the City with the initial implementation (1997) of the PeopleSoft system, and again with the only major upgrade (1999) performed. Acuent Inc. has been involved in implementing or upgrading other municipalities, public and private entities to this same version of PeopleSoft that the City has targeted. With their detailed knowledge of PeopleSoft, their recent experiences with this upgrade and their understanding of the processing requirements and infrastructure of the City, Acuent Inc.'s involvement will ensure the development of an accurate, detailed and workable plan from which the City's staff may execute.

The proposed approach will be to utilize Acuent Inc.'s successful upgrade methodology, with heavy emphasis on their functional analysis and direction, while the City provides the technical support required. This approach is being adopted to focus Acuent Inc.'s functional resources, further develop the City based internal technical strength and reduce project costs.

FISCAL IMPACT

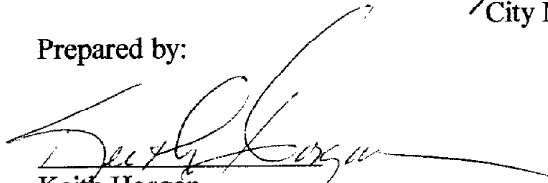
Sufficient funds are available in the fiscal year 2001 Operating Budget Account No. 323200 for the completion of this work. The proposed contract amount is not to exceed \$55,550.

Respectfully submitted,



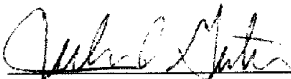
Cynthia J. Kurtz
City Manager

Prepared by:



Keith Horgan
Department Information
Systems Analyst

Approved by:

FJC 
Jay M. Goldstone
Director of Finance