

Agenda Report

TO: CITY COUNCIL **DATE:** AUGUST 11, 2008

FROM: CITY MANAGER

SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH
POWERPLAN CORPORATION FOR BUDGET PREPARATION
AND PLANNING SOFTWARE, IMPLEMENTATION SERVICES
AND TRAINING

RECOMMENDATION:

It is recommended that the City Council authorize the City Manager to enter into a contract with PowerPlan Corporation for budget preparation and planning software, implementation services and training in an amount not to exceed \$101,063. Competitive bidding pursuant to City Charter Section 1002(F), contracts for professional or unique services, is not required.

BACKGROUND:

The City's current budget preparation system includes antiquated software and hardware systems which no longer meet the City's functional requirements and is over twenty years old. In addition the City cannot acquire support for maintenance nor needed upgrades of the software or hardware.

In December, 2007 the Finance Department began investigating ways to replace the old system and to take advantage of new technology and a more user-friendly environment.

In mid-January, 2008 a Request for Proposal (RFP) was posted on the City's web page. The scope of services included the software, system implementation services and training for a budget preparation and planning system. The City received four responses to the RFP and the proposers are:

Adaptive Solutions
Questica Inc.
PowerPlan Corporation (CityVision)
Applied Analytix

The proposals received were independently evaluated by the project team based on the following criteria as stated in the RFP:

Functionality relative to the requirements list	25%
Fee for services	45%
Qualifications/References	20%
Small Micro business	5%
Local Pasadena business	5%

After the above evaluation the team narrowed the selection down to three firms, Questica, Inc., PowerPlan Corporation and Adaptive Solutions. Each of these firms was invited to demonstrate their product before the project team. Once the ratings were complete based on the demonstrations, technical follow-up interviews and reference checks were done. The outcome of the evaluation process is as follows:

<u>BIDDERS</u>	<u>EVALUATED SCORE</u>
PowerPlan Corporation (CityVision)	88.6%
Questica Inc.	84.5%
Adaptive Solutions	58.7%
Applied Analytix	53.4%

Applied Analytix and Adaptive Solutions both proposed an implementation using Cognos software.

The project team is recommending PowerPlan Corporation (CityVision software) as meeting the City's requirements and the best fit for this process. The total price for the software, system implementation and training is as follows:

Base Bid	\$91,875
Contingency	9,188
Contract "Not to Exceed" Amount	\$101,063

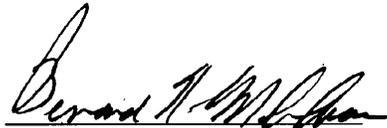
It is anticipated that the system will be implemented in time for preparation of the fiscal year 2010 operating budget.

Budget Preparation and Planning Software Contract
August 11, 2008

FISCAL IMPACT:

The fiscal year 2009 Adopted Capital Improvement Program Budget includes sufficient funds for this project. The on-going costs of this proposal include annual software maintenance of \$12,500 and will be included in future operating budgets.

Respectfully submitted,



Bernard K. Melekian
City Manager

Prepared by:



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Approved by:



Steve Mermell
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