



# City of Pflugerville

## Legislation Text

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**File #:** 2020-8632, **Version:** 1

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Approving a professional services agreement with Plante Moran, PLLC in the amount of \$128,535 for Enterprise Resource Planning (ERP) system requirements analysis, Request for Proposal development and ERP acquisition, and authorizing the City Manager to execute said agreement.

The City initiated a Technology Master Plan which was completed this year by ClientFirst Technology Consulting. This plan evaluated our existing technologies deployed throughout the City and established recommendations for improvement. Among the more significant recommendations was to replace our outdated Enterprise Resource Planning (ERP) software. ERP software integrates various functions into one complete system to streamline processes and information across the entire organization. This system will improve cross-departmental workflows, drive efficiency and reduce costs of business.

A Request for Qualifications (RFQ) for ERP Consulting Services was advertised in July with a deadline for consultants to submit by August 13th. The City received a total of 9 responses which were then reviewed and ranked by a cross-departmental committee of city staff. Following this initial ranking, 4 consultant firms were interviewed by the committee and Plante Moran was the final selection.

The selection, acquisition and integration of a new ERP system is a huge undertaking, but is necessary to enable the City staff to function more efficiently and effectively, netting positive outcomes for internal services as well as our customers. The City of Pflugerville is selecting Plante Moran as our third-party consulting firm to assist with selection and implementation of a new ERP system. With their guidance, a needs assessment will be performed followed by creating an RFP for the new ERP software. They will also lead the city in vendor selection and contract negotiations.

Following the acquisition of a new ERP system, anticipated June 2021, the City intends to negotiate a contract with Plante Moran to provide project management services throughout the implementation process. The proposal from Plante Moran shows three different options based on the level of support needed which will be determined by staff and recommended to Council for consideration as we near completion of the ERP software acquisition.

The preliminary budget provided by ClientFirst estimated a total cost of ERP selection, acquisition and implementation to be approximately \$1.25M over three years. However, ClientFirst advised that a consultant would be needed to do a thorough process analysis and needs assessment to determine the best ERP system for the City before the actual cost can be determined.

### **Prior City Council Action**

City Council authorized this project as part of the FY20 and FY21 Budgets.

### **Deadline for City Council Action**

September 22, 2020

**Funding Expected:** Revenue  Expenditure  N/A

**Budgeted Item:** Yes  No  N/A

**Amount:** Available Funding: \$100,000 in FY20 and \$500,000 in FY21

**1295 Form Required?** Yes , No

**Legal Review Required:** N/A  Required  Date Completed: 9/15/20

**Supporting documents attached:**

Plante Moran ERP Professional Services Agreement

Request for Qualifications # 2020-11

ERP Consultant Scoring Matrix

**Recommended Action**

Approve a professional services agreement with Plante Moran, PLLC in the amount of \$128,535 for Enterprise Resource Planning (ERP) system requirements analysis, Request for Proposal development and ERP acquisition, and authorizing the City Manager to execute said services.