



# Monterey County

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## Board Report

Legistar File Number: 16-914

July 26, 2016

**Introduced:** 7/18/2016

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** General Agenda Item

- a. Approve and authorize the Contracts/Purchasing Officer or Contract/Purchasing Supervisor to sign a 20-month Agreement not to exceed \$1,825,920 based on Request for Proposal (RFP) #10580 with Plante & Moran, PLLC to provide project management services to the County's Enterprise Resource Planning (ERP) v.3.10 Upgrade Project for the period July 1, 2016 through March 31, 2018;
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign up to one Amendment to extend the term of the Agreement for one additional year.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Contracts/Purchasing Officer or Contract/Purchasing Supervisor to sign a 20-month Agreement not to exceed \$1,825,920 based on Request for Proposal (RFP) #10580 with Plante & Moran, PLLC to provide project management services to the County's Enterprise Resource Planning (ERP) v.3.10 Upgrade Project for the period July 1, 2016 through March 31, 2018;
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign up to one Amendment to extend the term of the Agreement for one additional year.

### SUMMARY/DISCUSSION:

The ERP system of Monterey County is integral to the administration of the County in the functions of Human Resources, Benefits, Payroll and Procurement. The upgrade needed is both complex and voluminous and must be managed by a project management firm capable of such a task. The project management firm will work with CGI, Information Technology Department and the County project coordinators to facilitate the upgrade in an efficient and effective manner.

Project management services for the County's upgrade of its ERP payroll and accounting system were solicited via a County Request for Proposal (RFP#10580) overseen by the Contracts/ Purchasing Department.

Two vendors responded to the RFP: Plante & Moran, PLLC obtained a total score of 247, and eCare Manage, Inc. obtained a total score of 198. The scores were consistent among the three Subject Matter Experts in the evaluating panel.

After completion of the RFP process, the Contracts/Purchasing Officer tentatively selected Plante & Moran to provide project management services for the ERP v.3.10 upgrade project. Negotiations on both sides were only concluded on July 7, 2016.

The previous contract for project management services ended on June 30, 2016, pursuant to prior direction from the Board on March 22, 2016. Accordingly, it is crucial to the operations of the County that the ERP upgrade proceed as quickly as possible in order for the County to continue to proceed with the project.

OTHER AGENCY INVOLVEMENT:

County Counsel and the Auditor-Controller have reviewed and approved this Agreement as to legal form and fiscal provisions. Risk Management approves the non-standard insurance requirements, but cannot approve the lack of "Tier 1" indemnity protection. The indemnity language proposed by the vendor could allow for later disputes between the vendor and the County in the event of claims made by third parties. The departments recognize this risk and recommend approval of the agreement in spite of this risk. Independent Contractor and PERS withholding language is provided in the agreement. The Auditor-Controller has reviewed and agrees to the agreement provisions and risks as outlined in the Board Report.

The vendor-signed Agreement is on file with the Clerk of the Board with the fully executed agreement to follow.

FINANCING:

The Office of the Auditor-Controller will cover the funding in the amount of \$1,825,920 for FY 2016-2017 and FY 2017-2018 from appropriated funds in Fund 403, Capital Automation Fund (403-1110-8006).

Prepared by: Maria Papurello, Administrative Services Assistant, 755-5084

Approved by: Michael J. Miller, CPA, Auditor-Controller, 755-5040

Attachments:

Plante & Moran, PLCC Agreement

Exhibit A - Project Fees/Budget

(Fully executed copy of Agreement to follow)