

Legislation Text

File #: BILL NO. 16-168, **Version:** 1

AN ORDINANCE APPROVING THE AWARD OF BID NO. 2016-124 FOR LAWSON CONSULTING SERVICES TO CIBER, INC. FOR AN AMOUNT NOT TO EXCEED \$165,577.00 AND AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH CIBER, INC. FOR LAWSON CONSULTING SERVICES.

Issue/Request:

AN ORDINANCE APPROVING THE AWARD OF BID NO. 2016-124 FOR LAWSON CONSULTING SERVICES TO CIBER, INC. FOR AN AMOUNT NOT TO EXCEED \$165,577.00 AND AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH CIBER, INC. FOR LAWSON CONSULTING SERVICES.

Key Issues:

A significant technical upgrade is required to our Lawson Enterprise Resource Planning system used for Finance, Procurement, Human Resources, and Payroll services. Per our support agreement with Infor, all Lawson products must be installed by a Certified Installer. The following process was followed in selecting Ciber, Inc as the vendor of choice:

- A proposal was sent to 9 firms, as well as placed on Public Purchase, requesting Lawson Consulting Services for the installation of said products
- The City received responses from 5 firms. The responses were reviewed and scored by the evaluation committee which included staff from Human Resources, Finance, Information Technology, Administration, and Parks and Recreation. Composite Proposal Scoring sheet is attached.
- Reference checks were conducted for the top 3 firms (Ciber, Analyst International, and Velocity).
- Onsite and phone interviews were held with the top two firms (Ciber and Analyst International). Composite Interview Scoring sheet is attached.
- Ciber Inc, was ultimately chosen as the final firm due to their experience in performing similar upgrades for other Lawson customers, bandwidth of staff, and excellent references.

Proposed Committee Motion:

I move to recommend to City Council AN ORDINANCE APPROVING THE AWARD OF BID NO. 2016-124 FOR LAWSON CONSULTING SERVICES TO CIBER, INC. FOR AN AMOUNT NOT TO EXCEED \$165,577.00 AND AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH CIBER, INC. FOR LAWSON CONSULTING SERVICES.

Background:

The City currently utilizes the Lawson Enterprise Resource Planning system for Finance, Procurement, Human Resources, Payroll, and Budgeting services. This system was installed in 2011-2012 with associated software

maintenance. The vendor, Infor, continues to upgrade the system in order to provide additional enhancements and product fixes. Infor allowed the City's current version to be supported for a period of 4 years before moving into a one year extended support agreement. During the one year extended support, the City is required to upgrade to a more current release of the product, which is budgeted for in the FY2017 budget. As a part of this upgrade, 8 production and 8 test servers will be built and configured for the installation of the Lawson products. Any other purchases related to the upgrade will be acquired through existing contracts.

Impact/Analysis:

In order to maintain vendor support, the City needs to upgrade to a supported release by May 31, 2017. Should we not upgrade, any product issues found needing assistance from the software provider will not be addressed. This could have far reaching impacts in the area of our Finance and Procurement Services, and Human Resources and Payroll services.

This project will be funded through previously budgeted funds in the ITS fund, Accounting unit 6208875044.

There is no general fund impact for this purchase.

Timeline:

Start: October 1, 2016

Finish: May 31, 2017

Other Information/Unique Characteristics:

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Presenter: Cathy Loveland

Recommendation: STAFF RECOMMENDS APPROVAL OF AN ORDINANCE APPROVING THE AWARD OF BID NO. 2016-124 FOR LAWSON CONSULTING SERVICES TO CIBER, INC. FOR AN AMOUNT NOT TO EXCEED \$165,577.00 AND AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH CIBER, INC. FOR LAWSON CONSULTING SERVICES.

Committee Recommendation: [Enter Committee Recommendation text Here]