



## Legislation Text

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**File #:** 16-0369, **Version:** 1

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### **ITEM: AUTHORIZATION TO AWARD A CONTRACT FOR ENTERPRISE RESOURCE PLANNING (ERP) CONSULTING SERVICES**

**REQUEST:** Authorization to award a contract to Plante Moran, PLLC, to provide ERP consulting services in the amount of \$86,460.

**EXPLANATION:** Enterprise Resource Planning (ERP) is a business process management software that allows an organization to use a system of integrated applications to manage the business and automate many functions.

The Village's existing ERP system is over fifteen years old and the vendor has stopped supporting some modules and is not updating others. The existing system lacks functionality, reporting, and is no longer capable of meeting our business needs.

The process of migrating our existing operations to new software will take at least three years and requires specialized expertise that we do not have on staff. We compared the costs of adding staff to develop the transition plan or hiring a firm with specific expertise and it is more cost effective to contract the transition functions. Accordingly on June 6, 2016, we released RFP# 021-16/ED, seeking qualified vendors to provide ERP consulting services. On June 29, 2016 we received nine proposals, six of which were deemed responsive. On July 7, 2016, the Selection Committee scored and ranked each responsive proposal, based on qualifications and experience (40 Points), approach and methodology (40 Points), and price (20 Points). The Selection Committee recommended entering into contract negotiations with the highest ranked proposer, Plante Moran, PLLC.

On August 9, 2016, Council authorized staff to enter into contract negotiations with Plante Moran, PLLC, to provide ERP consulting services. The initial proposal provided by Plante Moran, PLLC, in response to the RFP, included a price of \$109,710, to provide assistance with 1) needs assessment; 2) development of an RFP; 3) ERP proposal submission/evaluation; and 4) contract negotiations. After multiple discussions and negotiation sessions, Plante Moran, PLLC, agreed to revise their price to \$86,460, a savings to the Village of \$23,250 or 21%.

Staff recommends awarding a contract to Plante Moran, PLLC, in the amount of \$86,460 to provide the Village with ERP consulting services. The contract does not include assistance with implementation. Such costs shall be determined and negotiated once a new ERP vendor has been selected, and will be presented to Council prior to contract award.

Plante Moran, PLLC, was founded in 1924, is the fourteenth largest management consulting and public accounting firm in the United States, and has provided consulting services to over ninety government agencies nationwide.

All related bid documents can be found by clicking on the following link:

<http://www.wellingtonfl.gov/Home/Components/RFP/RFP/253/203>

**BUDGET AMENDMENT REQUIRED:** NO

**PUBLIC HEARING:** NO                      **QUASI-JUDICIAL:**

**FIRST READING:**                      **SECOND READING:**

**LEGAL SUFFICIENCY:** YES

**FISCAL IMPACT:** Funds are budgeted in the fiscal year 2016 general fund software replacement budget.

**WELLINGTON FUNDAMENTAL:** Responsive Government

**RECOMMENDATION:** Authorization to award a contract to Plante Moran, PLLC, to provide ERP consulting services in the amount of \$86,460.