



City of Broken Arrow

Request for Action

File #: 19-871, Version: 1

**Broken Arrow City Council
Meeting of: 07-16-2019**

Title:

Approval of and authorization to execute a Professional Consultant Agreement with Berry Dunn McNeil & Parker, LLC dba BerryDunn for Implementation Project Management Services during the Implementation of the Tyler Technologies Munis Enterprise Resource Planning (ERP) System

Background:

Staff is recommending the replacement of the City's current Financial, Human Resources, Utility Billing and Asset Management systems, know as HTE/SunGard/Superion, to the Tyler Technologies Munis software product. The implementation of a new Enterprise Resource Planning (ERP) system will be a two-year project and it is crucial to the success of the project that we stay on schedule, meet various milestones, and train City staff on the use of this new system. During staff visits with other municipalities that have also made the transition from one ERP system to another (particularly Munis), it became evident that we, as an organization do not have the staff or expertise to manage a project of this scope and complexity. In addition the staff will be replacing our Public Safety and Community Development systems in the near future. With that in mind, staff is recommending procuring project management services from BerryDunn McNeil & Parker, LLC. BerryDunn has the intimate knowledge, achieved from numerous successful implementations of the Munis product, necessary to direct this implementation and assist City staff in meeting these various goals and milestones. We have the option to scale back the project management at any time, if we feel we have sufficient understanding on the implementation. This cost will be paid as incurred.

Description	Fees	Travel Expenses	Hours
BerryDunn Project Management			
Phase 1: Financials	\$173,600.00	\$25,900.00	992
Phase 2: Utility Billing	\$105,000.00	\$11,100.00	600
Phase 3: Human Capital Management	\$105,000.00	\$16,650.00	600
Phase 4: Tyler Asset Maintenance	\$92,400.00	\$3,700.00	528
BerryDunn Project Management	\$476,000.00		
BerryDunn Travel Expense		\$57,350.00	2720

Cost: \$533,350.00

Funding Source: 2018 General Obligation Bond and BAMA Capital

Requested By: Stephen Steward, Information Technology Director

Approved By: City Manager's Office

Attachments: BerryDunn ERP Implementation Project Management Agreement and Phasing Spreadsheet.

Recommendation:

Approval of and authorization to execute a Professional Consultant Agreement with Berry Dunn McNeil & Parker, LLC dba BerryDunn for Implementation Project Management Services during the Implementation of the Tyler Munis ERP System.