

COMMITTEE OF THE WHOLE – SEPTEMBER 8TH, 2009

REQUEST FOR APPROVAL FOR SINGLE SOURCE AGREEMENT J.D. EDWARDS HUMAN RESOURCES SYSTEM (PHASE II) IMPLEMENTATION SERVICES

Recommendation

The Commissioner of Legal & Administrative Services & City Solicitor and Director of Human Resources, in consultation with the Chief Information Officer (CIO), Director of Reserves and Investments and the Director of Purchasing Services recommend:

1. That Council approve the awarding of consulting services in the amount not exceeding the previously approved budget of \$175,000 (not including administration costs) for the enhancement of Human Resources (HR) processes using Oracles' JDE EnterpriseOne 8.12 (JD Edwards) to Mid-Range Software Services Inc.; and
2. That staff be authorized to finalize related agreements within the approved budget, and
3. That the Mayor and City Clerk be authorized to sign related agreements.

Contribution to Sustainability

This project will allow the City of Vaughan to become more technologically based and less paper based thereby enhancing environmental sustainability.

Economic Impact

In 2007, Council approved a Capital Budget request in the amount of \$240,000 for the implementation of J.D. Edwards Human Resources System (Phase II). As part of a phased-in implementation approach, approximately \$65,000 has been spent to-date on staff JDEdwards training, business requirements gathering, process mapping, project scoping, and implementation planning activities. The balance of the approved budget is sufficient to implement enhanced functionality of the Human Resources System, as per the defined functional requirements.

Communications Plan

The Purchasing Services Department will advise Mid-Range Software Services Inc., of Council decision.

Purpose

The purpose of this report is to request Council approval to award a single source contract to Mid-Range Software Services Inc., so that staff may proceed with the implementation of the JDEdwards Human Resources System (Phase II).

Background - Analysis and Options

The HR Phase I implementation was completed in 2004. This implementation integrated the HR, Payroll and Financial modules within JDEdwards. The objective of the HR Phase II implementation is to improve business efficiencies by reducing paperwork and manual processes with the enhanced system functionality.

In order to secure professional consulting services to aid in with the HR Phase II implementation, an RFP was issued to allow vendors to compete. The RFP was composed as a phased implementation approach. The 1st phase consisted of the analysis, recommendations, implementation plan, and the 2nd phase to perform the implementation of recommended changes, provisional based on the results of the 1st phase. RFP08-139 was issued on May 8, 2008 for professional consulting services to perform the analysis and implementation of the enhanced HR functionality. The RFP was advertised in the Vaughan Citizen, ETN and OPBA on May 8th with a closing date of May 26th, 2008. Two proponents submitted proposals which were reviewed by a selection committee. Mid-Range Software Services Inc., via a competitive bid process, received the highest score in the evaluation and was awarded the 1st phase on July 11, 2009.

As part of the phased-in implementation approach, the 1st phase has been completed which included a review of the current business processes, the development of new processes, the documentation of business requirements, the identification of opportunities and options, and a plan for the implementation. Mid-Range Software Services Inc. has successfully completed the desired deliverables and demonstrated competency in the understanding of City processes, and recommended enhanced JDEdwards functionality to improve these processes.

As a result, staff is recommending that Mid-Range Software Services Inc. be awarded the implementation phase as a single source provider as the current consultant has the knowledge, skill set and specific experience of the project.

Relationship to Vaughan Vision 2020 Strategic Plan

This report supports the Vaughan Vision 2020 initiative of enhancing productivity, cost effectiveness and innovation and is consistent with the priorities previously set by Council. The necessary resources have been allocated and approved.

Regional Implications

There are no regional implications as a result of this report.

Conclusion

In order to proceed with the implementation phase, it is recommended that Mid-Range Software Services Inc. should be awarded as single sourced proponent as they have demonstrated competency in the professional consulting services provided to the City for the 1st phase of the phased implementation approach, and therefore have demonstrated their ability to perform the 2nd phase of the implementation

Attachments

None

Report prepared by:

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Respectfully submitted,

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