

Memorandum



Date: March 7, 2023

To: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

From: Daniella Levine Cava
Mayor *Daniella Levine Cava*

Agenda Item No. 8(P)(7)

Subject: Recommendation for Approval of a Designated Purchase to Authorize Additional Expenditure Authority to Contract for ERP Implementation and Related Services

Executive Summary

This item is requesting approval of a designated purchase to authorize additional expenditure authority to enable the Information Technology Department (ITD) and the Office of Management and Budget (OMB) to continue with the implementation of the County's Enterprise Resource Planning (ERP) system, known as the Integrated Financial Resources Management System (INFORMS). Additional expenditure authority is needed to complete enhancements of business processes, integrations, and capabilities to further streamline and provide enhanced reporting for all County Departments. In addition, resources are needed for additional time for further knowledge transfer to fully transition support and maintenance of the INFORMS system to County staff. These changes and enhancements will significantly improve system functionality, enhance system stability, and business process integration.

Recommendation

It is recommended that the Board of County Commissioners (Board) approve this request for a designated purchase under *Contract No. RFP-00200, ERP Implementation and Related Services*, for ITD and OMB on behalf of all County Departments. Approval of a designated purchase, by a two-thirds vote of the Board members present, is being requested pursuant to Section 2-8.1(b)(3) of the Miami-Dade County Code to authorize \$8,684,480 in additional expenditure authority to continue to support the implementation of INFORMS.

Background

This contract was awarded by the Board on June 19, 2018 through Resolution No. R-642-18 to Accenture, LLP (Accenture) for an estimated four-year and three-month term and an allocation of \$48,283,000. The contract was subsequently modified under delegated authority for \$9,656,600 in additional expenditure authority.

This contract provides ERP implementation and support services for the County's INFORMS system, which runs on the County's existing Oracle PeopleSoft and Hyperion platforms. A range of technical services are provided including application architecting, business process design, integration, testing, training, data migration, development of required interfaces, and application modifications, where required. Accenture designed and deployed the latest application releases, such as self-service functionality for employees, vendors, and constituents, as well as automated approval workflows. Accenture also planned and led change management efforts, including planning for employee training and knowledge transfer to ensure that the County's team is fully prepared to support INFORMS when it is fully implemented.

INFORMS will advance enterprise capabilities by utilizing industry business practices, contemporary applications, and support platforms to modernize the County's business processes, while migrating the County's budget, financial, procurement, human resources, and payroll systems from the County's existing Oracle PeopleSoft and Hyperion platforms. Once implementation is finalized, INFORMS will be the one system that manages administrative processes as the official system of record for the County's

Human Resources, Payroll, Procurement, Finance, and Budget functions and related reporting. This will result in countywide business process improvements by eliminating several paper-based processes, redundant data collection, reliance on multiple tracking mechanisms and duplicative business functions among departments.

As with any new system implementation, there is an expectation that additional requests will be identified as functions and operations fully transition to the new system processes, capabilities and features. The additional work of the ERP Project which requires staffing and support from Accenture includes the following:

- Enhancements of INFORMS functionality, currently in excess of 450 requests
- Expansion of integrations to sustain and align with evolution of external partners and County non-ERP systems (i.e., benefit providers, IRS, State and legislative changes, etc.)
- Streamlined business processes, including granular departmental workflow approvals
- Increasing reporting capabilities by developing more complex analytic tools and expanding the use of ad hoc data access for departments
- Expand knowledge transfer to fully transition INFORMS maintenance and support to County staff in the areas of Finance, Supply Chain Management and Strategic Sourcing, Budget, Human Resources and Payroll, Data Analytics and Information Technology

Competition is not practicable at this time as an additional competitive solicitation for these services may lead to a disruption in the progress of this critical infrastructure project, as well Accenture’s inability to provide warranty of third-party services. The additional work was in the scope of services, but the enhancements, integrations, and post-support needs have been greater than anticipated. Accordingly, it is in the County’s best interest to approve this designated purchase pursuant to Section 2-8.1(b)(3) of the Miami-Dade County to allow the County to continue implementation of INFORMS.

Scope

The impact of this item is countywide in nature.

Delegated Authority

The County Mayor or the County Mayor’s designee will have the authority to exercise all provisions of the contract, including any cancellation or extension provisions, pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38.

Fiscal Impact/Funding Source

The contract term is estimated to expire on June 30, 2024, contingent on the Final Solution Acceptance, and has a current cumulative allocation of \$57,939,600. If this request is approved, the contract will have a modified cumulative allocation of \$66,624,080. The requested increase in expenditure authority was calculated using rates established in 2018. The amount is based on the resources needed to perform the requested additional services, including a 3-month contingency of funding to address additional work that may be required by the County. This request will be funded with existing bond funding that has been previously approved by the Board.

Department	Existing Cumulative Allocation	Additional Allocation Requested	Modified Cumulative Allocation	Funding Source	Contract Manager
ITD / OMB	\$57,939,600	\$8,684,480	\$66,624,080	Existing Project Bond Funding Proceeds Program #: 1682480	Mirta Cardoso
Total:	\$57,939,600	\$8,684,480	\$66,624,080		

Track Record/Monitor

Angela Mathews-Tranumn of the Strategic Procurement Department is the Procurement Contracting Manager.

Awarded Vendor

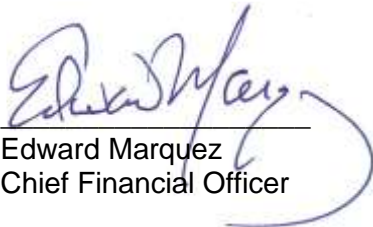
Vendor	Principal Address	Local Address	Principal
Accenture, LLP	500 W Madison Street Floor 20 Chicago, IL	5201 Blue Lagoon Drive Suite 250 Miami, FL	Scott Jecmen

Due Diligence

Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with the Strategic Procurement Department's Procurement Guidelines to determine contractor responsibility, including verifying corporate status and review of performance and compliance issues through various vendor responsibility lists and a keyword internet search. The lists referenced include convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There were no adverse findings relating to contractor responsibility.

Applicable Ordinances and Contract Measures

- The two percent User Access Program provision applies.
- A 15% Small Business Enterprise (SBE) subcontractor goal applied. In compliance with Resolution R-1001-15, at least 85% of the SBE goal has been met.
- The Living Wage Ordinance does not apply as the services to be procured are not covered under the Ordinance.



Edward Marquez
Chief Financial Officer



MEMORANDUM
(Revised)

TO: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

DATE: March 7, 2023

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 8(P)(7)

Please note any items checked.

- "3-Day Rule" for committees applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Statement of social equity required
- Ordinance creating a new board requires detailed County Mayor's report for public hearing
- No committee review
- Applicable legislation requires more than a majority vote (i.e., 2/3's present , 2/3 membership ____, 3/5's ____, unanimous ____, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) ____, CDMP 2/3 vote requirement per 2-116.1(3)(h) or (4)(c) ____, or CDMP 9 vote requirement per 2-116.1(4)(c)(2) ____) to approve
- Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 8(P)(7)
3-7-23

RESOLUTION NO. _____

RESOLUTION AUTHORIZING DESIGNATED PURCHASE PURSUANT TO SECTION 2-8.1(B)(3) OF THE COUNTY CODE BY A TWO-THIRDS VOTE OF THE BOARD MEMBERS PRESENT; AUTHORIZING ADDITIONAL EXPENDITURE AUTHORITY IN AN AMOUNT NOT TO EXCEED \$8,684,480.00 FOR A TOTAL MODIFIED CONTRACT AMOUNT OF \$66,624,080.00 FOR CONTRACT NO. RFP-00200 FOR ERP IMPLEMENTATION AND RELATED SERVICES FOR THE INFORMATION TECHNOLOGY AND OFFICE OF MANAGEMENT AND BUDGET DEPARTMENTS; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE ALL PROVISIONS OF THE CONTRACT, DURING THE OPTION TO RENEW TERMS, INCLUDING ANY CANCELLATION OR EXTENSION PROVISIONS, PURSUANT TO SECTION 2-8.1 OF THE COUNTY CODE AND IMPLEMENTING ORDER 3-38

WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that:

Section 1. This Board finds it is in the best interest of Miami-Dade County to authorize a designated purchase in an amount not to exceed \$8,684,480.00 for a total modified contract amount of \$66,624,080.00 for Contract No. RFP-00200 for ERP Implementation and Related Services for the Information Technology and Office of Management and Budget Departments pursuant to section 2-8.1(b)(3) of the Code of Miami-Dade County, by a two-thirds (2/3) vote of the Board members present.

Section 2. This Board authorizes the County Mayor or County Mayor’s designee to exercise all provisions of the contract, including any cancellation or extension provisions, pursuant to section 2-8.1 of the County Code. Copies of the contract document are on file with and available upon request from the Strategic Procurement Department.

The foregoing resolution was offered by Commissioner _____, who moved its adoption. The motion was seconded by Commissioner _____ and upon being put to a vote, the vote was as follows:

	Oliver G. Gilbert, III, Chairman
	Anthony Rodríguez, Vice Chairman
Marleine Bastien	Juan Carlos Bermudez
Kevin Marino Cabrera	Sen. René García
Roberto J. Gonzalez	Keon Hardemon
Danielle Cohen Higgins	Eileen Higgins
Kionne L. McGhee	Raquel A. Regalado
Micky Steinberg	

The Chairperson thereupon declared this resolution duly passed and adopted this 7th day of March, 2023. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this resolution and the filing of this approval with the Clerk of the Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

LUIS G. MONTALDO, CLERK AD INTERIM

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency. OR

Oren Rosenthal