



AGENDA MEMORANDUM

First Reading for the City Council Meeting of January 28, 2014
Second Reading for the City Council Meeting of February 11, 2014

DATE: December 20, 2013

TO: Ronald L. Olson, City Manager

THROUGH: Mark Van Vleck, P.E., Interim ACM for Public Works and Utilities
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<u>Information Technology Contract</u> Project Management Software
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CAPTION:

Ordinance appropriating \$213,000 from the Unreserved Fund Balance in No. 5310 Engineering Services Fund; changing the FY 2014 Operating Budget adopted by Ordinance No. 029915 to increase expenditures by \$213,000; and authorizing the City Manager or designee to execute Amendment No. 1 to an Information Technology Contract with LMR Consulting dba EPM Live from Carlsbad, CA in the amount of \$60,125, for a re-stated fee of \$109,125.20 for the implementation of Project Management Software.

PURPOSE:

The purpose of this Agenda Item is to execute an amendment for Professional Information Technologies Services with LMR Consulting dba EPM Live for purchase, installation and configuration of Project Management Software for the Capital Construction Projects (CCP) department.

BACKGROUND AND FINDINGS:

With the implementation of the City's new Enterprise Resource Planning (ERP) computer management system that is currently in process, the CCP Department needed to review and evaluate the project management software currently being utilized within the department. The ultimate goal was to have a centralized database program where all project information would be stored and managed. This would include project budgets, expenditures, schedules, contracts, and all other documentation related to a project so that it could be easily accessed, managed and maintained by

departmental personnel while eliminating the need for the time consuming double data entry that is required with the current systems. City staff from CCP and MIS evaluated several project management software solutions including Proliance, E-Builder, Brightworks, and EPM Live. After considering all options, staff decided to move forward with the EPM Live system based on its ability to provide workflow, scheduling, resource allocation, a process asset library, and document management at the project and program level while allowing complete project lifecycle tracking and reporting capabilities.

EPM Live is a SharePoint-based product and can be customized (initially by EPM and then internally to CPP) to meet specific project management requirements. It has the ability to integrate with other software, including ERP, to provide the necessary reports to adequately manage the City's yearly Capital Improvement Program projects. The software will be a hosted solution but could be moved to the City's network should we decide to do that at a future point in time.

ALTERNATIVES:

1. Approve the Ordinance to purchase and implement EPM Live software.
2. Do not approve the Ordinance to purchase and implement EPM Live software. (Not Recommended)

OTHER CONSIDERATIONS:

Implementation of EPM Project Management Software must be complete by Spring 2014 to meet integration requirements of the City's ERP project schedule.

CONFORMITY TO CITY POLICY:

This purchase conforms to the City's purchasing policies and procedures and Texas State procurement laws.

EMERGENCY / NON-EMERGENCY:

Not applicable

DEPARTMENTAL CLEARANCES:

MIS Department

FINANCIAL IMPACT:

Operating Revenue Capital Not applicable

Fiscal Year 2013-2014	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$213,000.00		\$213,000.00
Encumbered/Expended Amount		\$49,000.20		\$49,000.20
This item		\$60,125.00		\$60,125.00
Future Anticipated Expenditures		\$103,874.80		\$103,874.80
BALANCE		\$0.00		\$0.00

Fund(s): Engineering Operating Fund

RECOMMENDATION:

City Staff recommends the approval of the amendment with LMR Consulting dba EPM Live so the project may be installed, customized and completed in a timely manner and on-schedule with the City's ERP implementation.

LIST OF SUPPORTING DOCUMENTS:

Project Budget
Amendment No. 1
Ordinance
Presentation