AGENDA MEMORANDUM
First Reading Ordinance for the City Council Meeting of November 15, 2022
Second Reading Ordinance for the City Council Meeting of December 6, 2022

DATE: November 15, 2022

TO: Peter Zanoni, City Manager

FROM: Peter Collins, Chief Information Officer of Information Technology
PeterC@cctexas.com
(361) 826-3735

Eddie Houlihan, Director of Management and Budget
Eddieho@cctexas.com
(361) 826-3792

Josh Chronley, Assistant Director of Finance-Procurement
JoshC2@cctexas.com
(361) 826-3169

Budget Module Replacement

CAPTION:

Ordinance appropriating $322,438.40 from the unreserved fund balance in the General Fund for the purchase of OpenGov budget software and support from Vertosoft, LLC, through the Texas DIR Cooperative, in order to complete an FY 2022 budget initiative; ratifying implementation and authorizing execution of a five-year cooperative purchase agreement in the amount of $1,282,038.40, with FY 2023 funding of $322,438.40 from the General Fund; and amending the FY 2023 Operating Budget to increase expenditures by $322,438.40.

SUMMARY:

The Budget Department currently uses Infor's Corporate Performance Management (CPM) software to develop and prepare the City's operating and Capital Improvement Plan (CIP) budgets each year. City staff was informed late in FY 2022 that Infor's CPM budget module would not be upgraded to the new Infor platform in January 2023. City staff recommends acquisition of a different budget module that interfaces with Infor, OpenGOV, to replace Infor's CPM.

BACKGROUND AND FINDINGS:

The City's current budget and reporting process is manual and labor-intensive. Document

templates are distributed across departments and returned to budget, causing a significant amount of time to format and compile documents. The Budget Department spends hundreds of hours each year preparing, formatting, reviewing, re-formatting, and re-working reports and budget documents. These hours do not include time spent by other departments. The City of Corpus Christi's budget is complex which requires robust tools and fiscal transparency for citizens.

In January 2023, the City is upgrading the Infor Enterprise Resource Planning (ERP) system which no longer supports Infor's CPM. The City must implement a new budget system before the budget process begins for fiscal year 2024.

OpenGov provides data visualization and fiscal transparency tools that allows for the creation of dynamic dashboards that tie together the City's financial data in an easy-to-use manner.

Features OpenGOV provides are as follows:

- Staff can gather input from members of the public on topics that are important to the community.
- Transparency which allows citizens to view (in real-time) the City's financial performance and other information shared by City staff and departments.
- Integrates with the City's Infor ERP system.
- Flexible reporting capabilities to provide Council and Leadership with real-time data for decision making.
- An end-to-end solution that will streamline the development of the operating budget, capital plans, personnel plans, multi-year forecast, and the publication of the budget book.
- No limit on the number of users, usage, or amount of data.

PROCUREMENT DETAIL:

This procurement is being facilitated through the DIR Cooperative. Contracts awarded through the DIR Cooperative has been competitively procured in compliance with Texas Local and State procurement requirements. The savings on the DIR Cooperative is $590,190 with an additional savings of $501,725 for a total savings of $1,091,915 over five-years.

ALTERNATIVES:

Budget process will be manual.

FISCAL IMPACT:

City staff was informed late in FY 2022 that Infor's CPM would not be upgraded to the new Infor platform in January 2023. Funding for OpenGov had been budgeted in the FY 2022 operating budget. However, completion of the procurement process did not occur prior to the end of FY 2022, and as a result, the funding could not be encumbered. The funding was returned to the fund balance in the General Fund at the end of FY 2022, and so this agenda item is needed to appropriate it in FY 2023 from the unreserved fund balance in the General Fund. The FY 2023 fiscal impact will be $322,438.40 from the General Fund for the initial year of the agreement.

Future years will be budgeted in the amount of $239,900 annually through the budget process for a total project cost of $1,282,038.40.

FUNDING DETAIL:

Fund: 1020
Organization/Activity: 11000
Mission Element: 251
Project # **(CIP Only):**
Account: 530000

RECOMMENDATION:

Staff recommends approval of the five-year cooperative agreement with Vertosoft, LLC, for OpenGov software licenses, support, and implementation services.

LIST OF SUPPORTING DOCUMENTS:

Price Sheet
Statement of Work