



## AGENDA MEMORANDUM

Future Item for the City Council Meeting of July 22, 2014  
Action Item for the City Council Meeting of July 29, 2014

**DATE:** July 8, 2014

**TO:** Ronald L. Olson, City Manager

**FROM:** Michael Armstrong, Director of Municipal Information Services  
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### Purchase Consulting Hours from Infor (US), Inc.

**CAPTION:**

Motion approving the purchase of additional consulting hours from Infor (US), Inc., Alpharetta, GA, for a total expenditure of \$349,400. The acquisition of these consulting hours is available only from Infor (US), Inc. Contingency funds from the Infor ERP Project will be used for this purpose.

**PURPOSE:**

Provide additional Infor consulting support of the City's implementation of Infor ERP software for the duration of the project.

**BACKGROUND AND FINDINGS:**

The project team has evaluated and identified that the City's project resources are challenged with resource commitments. Additional support resources and more on-site time for the Infor project team will assist in keeping the project activities on-track and provide additional advice and guidance supporting knowledge transfer to the business teams.

**ALTERNATIVES:**

Not applicable.

**OTHER CONSIDERATIONS:**

Not applicable

**CONFORMITY TO CITY POLICY:**

This purchase conforms to City purchasing policies and procedures and state statutes regulating procurement.

**EMERGENCY / NON-EMERGENCY:**

Non-emergency

**DEPARTMENTAL CLEARANCES:**

Finance Department.

**FINANCIAL IMPACT:**

X Operating

Revenue

Capital

Not applicable

<b>Fiscal Year: 2013-2014</b>	<b>Project to Date Expenditures (CIP only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget		\$1,842,888.14	0	\$1,842,888.14
Encumbered / Expended Amount				
This item		\$349,400.00	0	\$349,400.00
<b>BALANCE</b>		<b>\$1,493,488.14</b>		<b>\$1,493,488.14</b>

Fund(s): Municipal Information Services.

**Comments:**

The \$349,400 financial impact shown above is available in the contingency funds associated with this project.

**RECOMMENDATION:**

Staff recommends approval of the motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Infor Change Order