



AGENDA MEMORANDUM

Future Item for the City Council Meeting of April 16, 2019
Action Item for the City Council Meeting of April 23, 2019

DATE: April 16, 2019

TO: Keith Selman, Interim City Manager

FROM: Kim Baker, Director of Contracts and Procurement Department
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Professional Service Agreement for IT Consulting Services

CAPTION:

Motion authorizing a professional service agreement for IT consulting services with Peter Collins of Corpus Christi, Texas for a not to exceed value of \$160,000.

PURPOSE:

The purpose of this agenda item is to continue the effort that began with Peter Collins to complete the project recovery phase of the Infor Enterprise System and allow for the operational duties put in place "best practices" for managing an IT Department.

BACKGROUND AND FINDINGS:

The Infor Enterprise System was at a point of collapse prior to the arrival of Peter Collins on October 4, 2018. There were a number of critical issues that had to be corrected immediately in order to triage the system to a point of fragile stability. These critical issues were related to technology, vendors, internal support, preventative maintenance, hardware, work flow, lack of documentation, want of staff training, and issues in public perception. These issues are winding down but still must be completely resolved in order to stabilize the Infor Enterprise System. Departments affected include: IT, Financial Services (Utility Billing, Treasury, Accounting, Payroll, Accounts Payable); Development Services; Human Resources; Utilities (Water, Wastewater, and Gas), Solid Waste, and Streets.

In January 2019, the Contractor was named Interim Director of IT. This contract scope of work, therefore, will not only consist of a project recovery phase as it relates to the Infor Enterprise System but also will include operational duties associated with managing the City's IT department.

ALTERNATIVES:

No feasible alternatives based on the work that has already been undertaken.

OTHER CONSIDERATIONS:

No feasible considerations

CONFORMITY TO CITY POLICY:

This purchase conforms to the City's purchasing policies and procedures and State Statutes regulating procurements.

EMERGENCY / NON-EMERGENCY:

Non-emergency

DEPARTMENTAL CLEARANCES:

City Manager

FINANCIAL IMPACT:

☒ Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2018-2019	Current Year	Future Years	TOTALS
Line Item Budget	\$195,035.50	\$60,000.00	\$255,035.50
Encumbered / Expended Amount	\$70,019.90	\$0.00	\$70,019.00
This item	\$100,000.00	\$60,000.00	\$160,000.00
BALANCE	\$25,015.60	\$0.00	\$25,015.60

Fund(s): Infor Tech Fund 5210, Org. 40400, Acct #530000

Comments:**RECOMMENDATION:**

Staff recommends approval of the Motion.

LIST OF SUPPORTING DOCUMENTS:

Professional Services Agreement