

CITY COUNCIL REGULAR SESSION

Resolution authorizing execution of a three-year professional services agreement with ManageForce Corporation for JD Edwards on-call Professional Services support, with two one-year options for renewal, for a total contract amount not to exceed \$450,000, plus all applicable taxes.

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Finance and Asset Management Department

EXECUTIVE SUMMARY

Adopting this Resolution will continue the technical consulting services for JD Edwards, the City's Enterprise Financial system. Since the implementation of JD Edwards (JDE) in 2004, the City has leveraged technical consulting resources as a complement to our in-house staff and expertise.

RECOMMENDATION

Move to adopt Resolution No. 9944

BACKGROUND/ANALYSIS

The City leverages consulting resources as an efficient and effective way to obtain specialized technical expertise. Within the scope of this agreement, Finance & Asset Management (FAM) will contract for specific technical skills, knowledge and expertise that supports the functionality of JDE. These skills include:

- **Functional Expert:** This resource is a Subject Matter Expert in JDE functional areas such as Payroll or Accounts Payable. These resources assess our business processes and provide expertise and guidance on how to best utilize JDE to achieve our business outcomes. In addition, they assist the City in troubleshooting issues with the system if/when they occur.
- **Technical Developer:** This resource specializes in the JDE development tools and is required to enhance the JDE system to meet City of Bellevue specific requirements.

The City conducted a competitive process to identify the most qualified and cost-effective vendor to provide technical services for JDE. Three companies submitted proposals and were evaluated based on experience, qualifications, and cost/hourly rates.

ManageForce Corporation was selected as the vendor that most closely met the evaluation criteria.

POLICY & FISCAL IMPACTS

Policy Impact

Bellevue City Code 4.28 provides for the fair and equitable treatment of all persons involved in the purchasing process. Council approval is required to award the bid where the cost exceeds \$90,000.

Fiscal Impact

Approval of this action obligates the City to pay up to \$270,000 to ManageForce Corporation for JD Edwards technical services for the first three years. If renewed for the two one-year extensions, the total five-year obligation would be up to \$450,000, plus all applicable taxes.

This expenditure was anticipated within the adopted 2021-2022 Capital Investment Program (CIP Plan No. G-59) budget for the first two years of the contract. Future funding for the remaining year of the contract and for the renewal option, if exercised, will need to be requested in subsequent budget processes.

OPTIONS

1. Adopt the Resolution authorizing execution of a three-year professional services agreement with ManageForce Corporation for JD Edwards on-call Professional Services support, with two one-year options for renewal, for a total contract amount not to exceed \$450,000, plus all applicable taxes.
2. Do not adopt the Resolution and provide alternative direction to staff.

ATTACHMENTS & AVAILABLE DOCUMENTS

A. CIP Project Description G-59
Proposed Resolution No. 9944

AVAILABLE IN COUNCIL LIBRARY

ManageForce Professional Services Contract