



AGENDA

Special Finance, Audit, and Legislative Affairs Committee

Thursday, May 13, 2021

@ 5:15 PM

Peoria County Courthouse, Room 403

1. **Call to Order**

2. **Resolution**
 - Appropriation from the IT Services fund balance to the Enterprise Requirements Planning Capital Fund

3. **Miscellaneous**

4. **Adjournment**

AGENDA BRIEFING

COMMITTEE: Finance Audit and Legislative Affairs Committee
MEETING DATE: Thursday, May 13, 2021

LINE ITEMS:

080-5-080-7-776-61170	Transfer to ERP Capital Fund	\$2,197,150
170-4-170-7-923-42080	ERP Capital Fund	\$2,197,150

ISSUE:

Appropriation of \$2,197,150 from the IT Services Fund to the Enterprise Requirements Planning Capital Fund.

BACKGROUND/DISCUSSION:

In February of 2020, the Peoria County Administrator formed the ERP Executive Steering Committee to begin the process of upgrading / replacing the current Finance and HR system used at Peoria County. The ERP Executive Steering Committee members are:

- Scott Sorrel – County Administrator, Chair
- Randy Brunner – Chief Financial Officer
- Doug Gaa – Chief Deputy, Peoria County Sheriff’s Office
- Nicole Bjerke – County Treasure
- Mark Little – Chief Information Officer

In May of 2020 Central Square, our current finance and HR system vendor, notified Peoria County the version of software currently being utilized by the County was going out of support and end of functional support would occur on June 30, 2022. The version used by Peoria County is not able to be upgraded and must be replaced.

Enterprise resource planning (ERP) is defined as the ability to deliver an integrated suite of business applications. ERP tools share a common process and data model, covering broad and deep operational end-to-end processes, such as those found in finance, HR, distribution, manufacturing, service, and the supply chain.

Implementation Cost

The implementation cost for Tyler Munis ERP at Peoria County is broken down into 7 categories.

- Tyler Implementation Cost
- 3rd Party Hardware, Software and Services
- Two Years of Hosting & Support
- Project Management Consulting, Berry Dunn
- IT Hardware, Network, and Miscellaneous Cost
- HR Consulting & Resources
- Contingency

Two years of hosting & support have been included in the implementation cost because it will take up to two years to finish and close out the project.

Tyler Implementation Costs, Including Travel	686,510
3 rd Party Hardware, Software and Services	57,950
Two Years of Hosting & Support	698,810
Project Management Consulting	398,880
IT Hardware, Network, and Miscellaneous	125,000
HR Consulting & Resources	130,000
Contingency	100,000
Total	2,197,150

The unaudited IT Services Fund for year ending December 31, 2020 has the reserves at \$6,106,990.

COUNTY BOARD GOALS:



FINANCIALLY SUSTAINABLE COUNTY GOVERNMENT



QUALITY SERVICES DELIVERED IN A PROFESSIONAL MANNER

STAFF RECOMMENDATION:

Authorize the County Administrator to transfer Two Million One Hundred Ninety-Seven Thousand One Hundred Fifty Dollars (\$2,197,150) from IT Services Fund 080-5-080-7-776-61170 to the ERP Capital Fund 170-4-170-7-923-42080 and that they be appropriated as shown in the resolution.

COMMITTEE ACTION:

PREPARED BY: Mark Little, Chief Information Officer (on behalf of the ERP Executive Steering Committee)
DEPARTMENT: IT Services
DATE: 5/13/2021

THE HONORABLE COUNTY BOARD)
)
COUNTY OF PEORIA, ILLINOIS)

Your Finance Audit and Legislative Committee does hereby recommend passage of the following resolution:

RE: Appropriation of \$2,197,150 from the IT Services Fund Balance to the Enterprise Requirements Planning Capital Fund.

RESOLUTION

WHEREAS, in February of 2020, the Peoria County Administrator formed the ERP Executive Steering Committee to begin the process of upgrading / replacing the current Finance and HR system used at Peoria County; and

WHEREAS, in May of 2020 Central Square, the County’s current finance and HR system vendor, notified Peoria County the version of software currently being utilized by the County was going out of support and end of functional support would occur on June 30, 2022. The version used by Peoria County is not able to be upgraded and must be replaced; and

WHEREAS, Enterprise Resource Planning (ERP) is defined as the ability to deliver an integrated suite of business applications. ERP tools share a common process and data model, covering broad and deep operational end-to-end processes, such as those found in finance, HR, distribution, manufacturing, service, and the supply chain; and

WHEREAS, the unaudited IT Services Fund for year ending December 31, 2020 has the reserves at \$6,106,990.

NOW, THEREFORE BE IT RESOLVED that the County Administrator is authorized to transfer Two Million One Hundred Ninety-Seven Thousand One Hundred Fifty Dollars (\$2,197,150) from IT Services Fund 080-5-080-7-776-61170 to the ERP Capital Fund 170-4-170-7-923-42080; and

BE IT FURTHER RESOLVED that Two Million One Hundred Ninety-Seven Thousand One Hundred Fifty Dollars (\$2,197,150) is appropriated in Fund 170 as shown in the table below.

Expenditure Line Item	Amount (\$)
170-4-170-7-923-53009 (Contingencies)	100,000
170-4-170-7-923-53071 (Consultant Services)	528,880
170-4-170-7-923-54388 (Software Maintenance / Lease)	698,810
170-4-170-7-923-55300 (Software)	869,460
Total	2,197,150

RESPECTFULLY SUBMITTED,
FINANCE AUDIT AND LEGISLATIVE AFFAIRS COMMITTEE