

Mayor
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October 1, 2021

To: Richard Freedman, Chair
Board of Finance

Matthew Quinones, President
Board of Representatives

From: Sandra L. Dennies, Director of Administration

Re: ERP Contracts

Attached please find the Contract executed by Oracle for the Licensing and Permitting Module of the Enterprise Resource Planning (ERP) system; the Cashiering Module "Teller" executed by Oracle's partner CanAm; and, a contract amendment to ISG's contract for Project Management. These contracts complete the commitment to the new ERP.

The project implementation timeline has been extended from a single "Go Live" on July 1, 2022 to a two phased implementation due to the observation by Oracle that the City would need additional time to make the change to the system having been on the HTE system for so long. Additional time would be necessary for configuration decision making and the realistic view that the City workforce could not make such a change so quickly. The two phased approach will include all aspects of basic financials to go live October 1, 2022 and the Licensing and Permitting Module to be initiated after that date with an implementation time of approximately 18 months. That timeline, should it prove to be true would require the Project Manager to remain project focused beyond the earlier anticipated end date of October 1, 2023. Therefore, we have an amendment of ISG's contract on a month to month basis after that original end date. Assuming the Licensing and Permitting will not go live until April 1, 2024, ISG is anticipated to remain onsite for up to two months following that "Go Live" to address any system issues. The term of the ISG amendment is a 5% increase to their current (\$399,000 per year) cost.

The implementation of the CanAm Teller Software will be initiated before the first "Go Live" and will have their own "Go Live" mid-year.

Chuck Williams will review the contracts with both Boards. With the Board of Representatives approval of the Oracle contracts at their October 4, 2021 meeting, project implementation will be initiated October 18, 2021.

I appreciate your support as we initiate significant changes in the procedures conducted in every department of the City of Stamford and the Stamford Public Schools.