160443Q

BerryDunn

BerryDunn's Presentation to Provide

Enterprise Resource Planning (ERP) Consulting Services

to the City of Gainesville

Tuesday, October 4, 2016

9:30 a.m.

Agenda

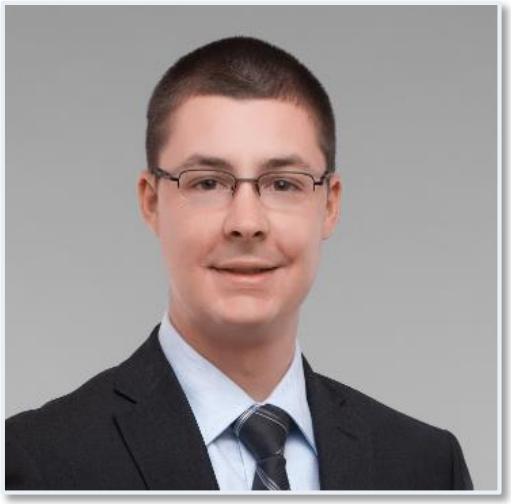
1. Introductions (5 minutes)
2. Firm Overview and Experience (5 minutes)
3. Project Approach (5 minutes)
4. City Discussion Topics (10 minutes)
5. Evaluation Team Questions (15 minutes)
6. Why BerryDunn (5 minutes)

1: Introductions

Project Team Members Participating Today

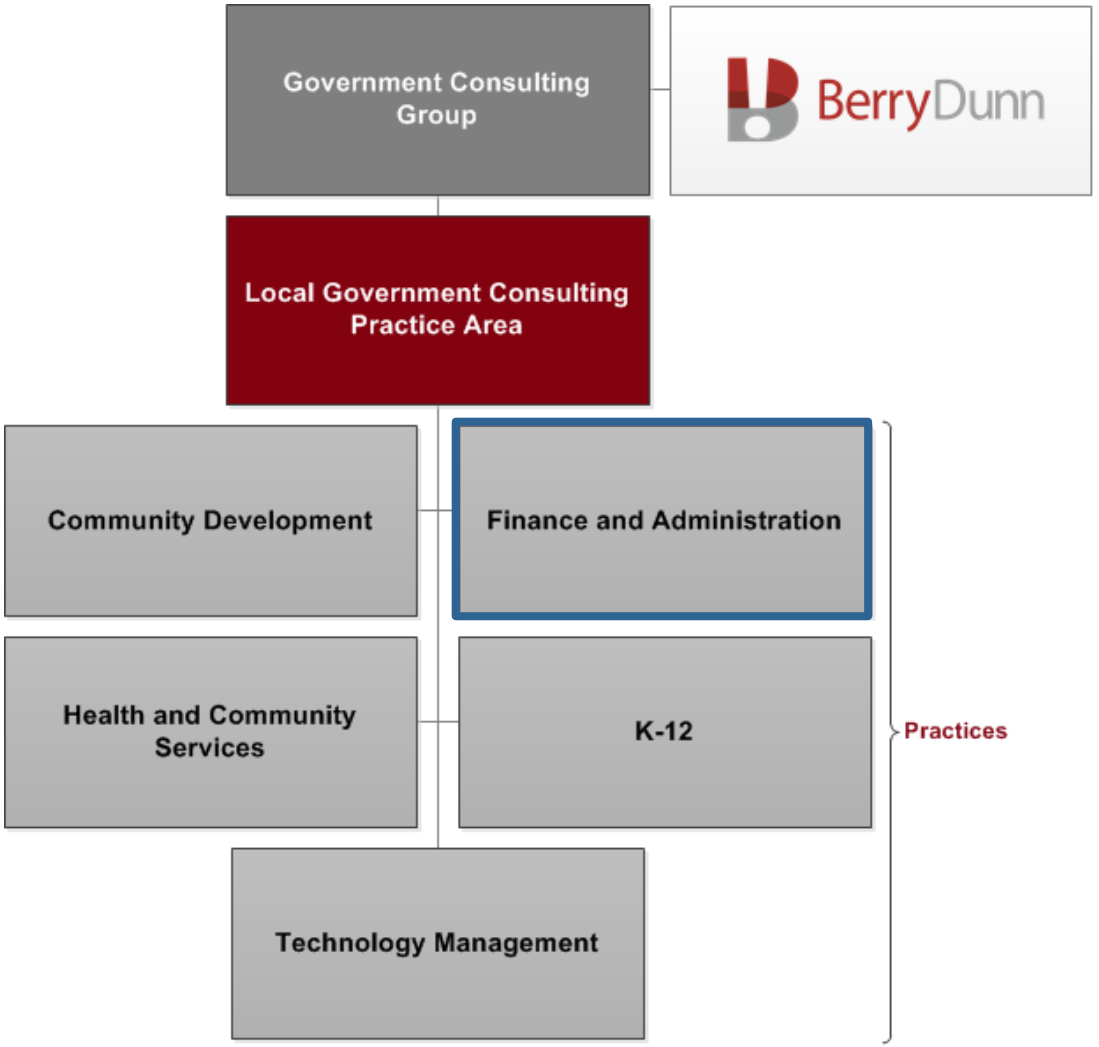
Chad Snow
PMP, CFE
Project Principal

Ryan Doil
MBA
Project Manager

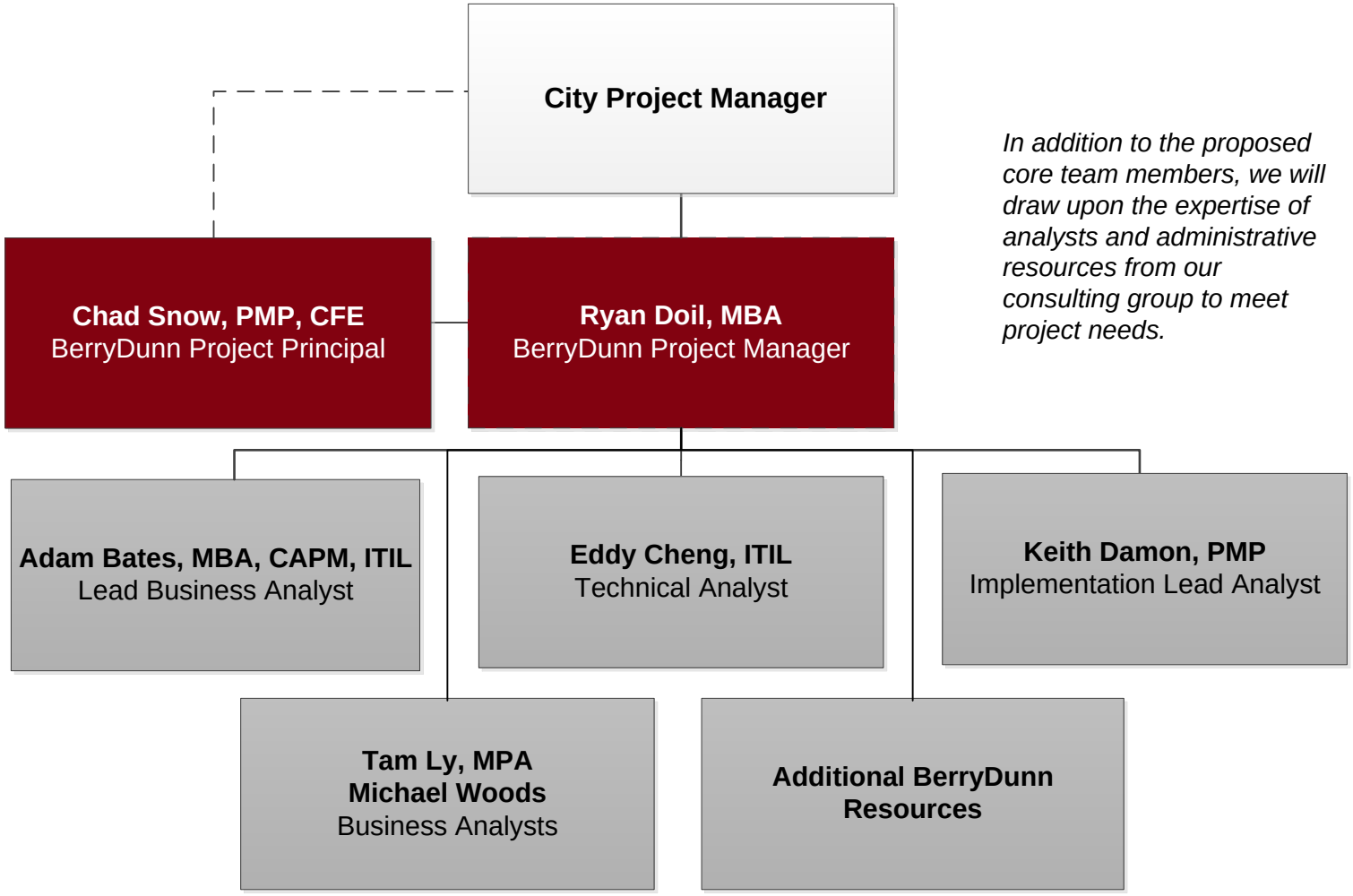


Adam Bates
MBA
Lead Business Analyst

Practice Area Structure



Project Team Structure



In addition to the proposed core team members, we will draw upon the expertise of analysts and administrative resources from our consulting group to meet project needs.

2: Firm Overview and Experience

Firm Overview

- Founded in 1974, the firm now has more than 290 personnel and 36 principals
- Five office locations (Portland and Bangor, Maine; Phoenix, Arizona; Manchester, New Hampshire; and Charleston, West Virginia) and two satellite locations (Boston, Massachusetts and St. Paul, Minnesota)
- Established national consulting practice, including work with more than 250 state, local, and quasi-governmental agencies
- Commitment to serving local government organizations through:
  - ✓ Industry involvement and memberships:
    - Alliance for Innovation, APA, APWA, AWWA, FCCMA, GFOA, ICMA, URISA, GMIS
  - ✓ Regular speaking engagements
  - ✓ Best practice and client research data
  - ✓ Ongoing Continuing Professional Education (CPE)

INSIDE Public Accounting 2016 TOP 100 FIRMS

Our Independence and Objectivity

We do not sell or develop hardware or software. We do not partner with software developers or solution providers.

Our independence allows BerryDunn to provide objective system consulting services and to offer recommendations that represent only the City of Gainesville's best interests.

Experience in the State of Florida

BerryDunn has a demonstrated commitment to serving public sector clients in the State of Florida, including the following:

CORAL SPRINGS
EVERYTHING UNDER THE SUN

CITY OF PORT ORANGE
1867
FLORIDA

Hillsborough County
Florida

BOCA RATON
FLORIDA

FLORIDA
1913
CITY OF
HOMESTEAD

TAMPA PORT AUTHORITY

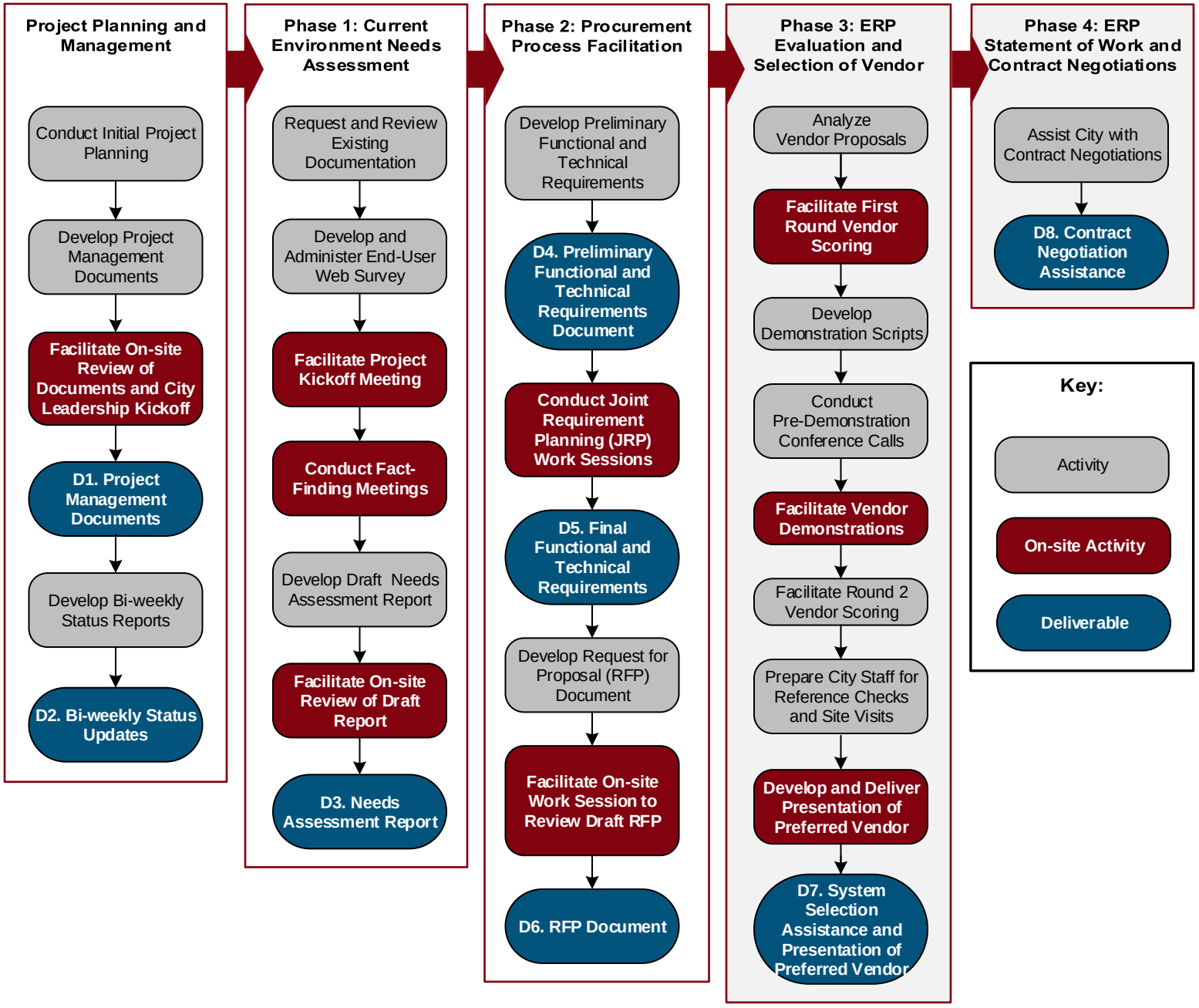
3: Project Approach

Overview of Project Approach

We have designed our work plan to align with the services outlined in the City's RFP:

- Project Planning and Project Management
- Phase 1: Current Environment Needs Assessment
- Phase 2: Procurement Process Facilitation
- Phase 3: ERP Evaluation and Selection of Vendor
- Phase 4: ERP Statement of Work and Contract Negotiations
- *Optional Phase 5: Implementation Assistance*

We work with our clients in tailoring our scope of work to meet their specific needs within resource, budget, and timeline constraints.


Project Planning and Management
Conduct Initial Project Planning
Develop Project Management Documents
Facilitate On-site Review of Documents and City Leadership Kickoff
D1. Project Management Documents
Develop Bi-weekly Status Reports
D2. Bi-weekly Status Updates
Phase 1: Current Environment Needs Assessment
Request and Review Existing Documentation
Develop and Administer End-User Web Survey
Facilitate Project Kickoff Meeting
Conduct Fact-Finding Meetings
Develop Draft Needs Assessment Report
Facilitate On-site Review of Draft Report
D3. Needs Assessment Report
Phase 2: Procurement Process Facilitation
Develop Preliminary Functional and Technical Requirements
D4. Preliminary Functional and Technical Requirements Document
Conduct Joint Requirement Planning (JRP) Work Sessions
D5. Final Functional and Technical Requirements
Develop Request for Proposal (RFP) Document
Facilitate On-site Work Session to Review Draft RFP
D6. RFP Document
Phase 3: ERP Evaluation and Selection of Vendor
Analyze Vendor Proposals
Facilitate First Round Vendor Scoring
Develop Demonstration Scripts
Conduct Pre-Demonstration Conference Calls
Facilitate Vendor Demonstrations
Facilitate Round 2 Vendor Scoring
Prepare City Staff for Reference Checks and Site Visits
Develop and Deliver Presentation of Preferred Vendor
D7. System Selection Assistance and Presentation of Preferred Vendor
Phase 4: ERP Statement of Work and Contract Negotiations
Assist City with Contract Negotiations
D8. Contract Negotiation Assistance
Key:
Activity
On-site Activity
Deliverable

Implementation Assistance

BerryDunn is uniquely positioned to lead the City of Gainesville through the implementation of a selected ERP system.

- ✓ *More than 20 implementation engagements in the past 5 years*
- ✓ *A proven, structured, and proactive approach to project management*

Project Oversight	Project Management
BerryDunn serves in an oversight role, complementing the existing City Project Manager with project management activities. *Average of 20 hours per week*	BerryDunn acts on the City's behalf as a full-time project manager. *Average of 40 hours per week*
• Facilitate Weekly Project Team Meetings • Perform Project Milestone Tracking • Facilitate Vendor Deliverable Reviews • Deliver Monthly Project Status Reports • Facilitate Risk Identification and Mitigation Activities • Perform Go-Live Readiness Assessments	• Project Oversight Services, plus: • Deliver Onsite Project Management Activities • Overseeing User Acceptance Testing Assistance • Training Oversight Assistance • Communications and Change Management Assistance

4: City Discussion Topics

Topic #1

Demonstrated experience leading clients through comprehensive human resources assessments.

Consultant Experience/Qualification	BerryDunn	Comments
Frequently works with municipal governments on similar HRIS assessment and selection projects	✓	Our team has completed eight similar projects for clients in the past 24 months.
Experienced in working in environments with complex time entry and bargaining unit needs	✓	We have worked with over 35 clients on HRIS/Payroll projects that involved 24x7 operations and our team includes a former public safety employee.
Has an understanding of City operations	✓	We have a dedicated Local Government practice that has worked with more than 30 cities nationwide over the past 36 months.
Has an understanding of government operations and Payroll/HR practices	✓	We have six former local government employees with time entry, payroll and HR responsibilities.
Has knowledge of potential HRIS vendors	✓	We offer team members who have worked for five different software providers of HRIS systems.
Experienced in implementing HRIS systems	✓	We have provided project management and oversight for 11 HRIS implementation projects in the past 36 months.

Recent HRIS/Payroll Project Experience

Below is a sample of our recent HRIS/Payroll consulting projects. In addition, all BerryDunn ERP Needs Assessment and System Selection projects include HRIS and Payroll functionality.

BerryDunn Client	Project Type
Arlington County Public Schools, Virginia	Payroll and HRIS Process Assessment
Albemarle County, Virginia	Payroll and Human Resources Process Review
Washtenaw County, Michigan	Human Resource/Finance Needs Assessment and System Selection and Implementation Project Management
Town of Greenwich, Connecticut	HRIS System Selection and Project Oversight
City of Boulder, Colorado	HRIS/Payroll Implementation Project Management
Washington County, Minnesota	HRIS System Selection and Implementation Project Management
Scott County, Iowa	NOVAtime Review and HRIS/Payroll System Implementation Oversight
Town of Leesburg, Virginia	Payroll and HR Process Review

Topic #2

Client decisions to stay with a current software solution, upgrade to a new version, or undergo a competitive procurement of a new solution.

Our team has extensive experience leading organizations through comprehensive needs assessments to review and confirm the current environment:

- Confirm Processes
- Identify Gaps
- Reach Consensus on Key Decision Points
- Identify Improvement Options
- Compare Benefits and Limitations of Improvement Options

Our approach is to lead organizations through a structured and collaborative process of reviewing and confirming challenges and areas for improvement, present options for improvement, and facilitate the decision-making process.

Improvement Options – Specific Examples

The majority of clients we have worked with have faced decisions related to hardware approaching end-of-life or software that is no longer supported. *Most often, the decision is not whether to replace the software, but when and how it will be replaced.*

Organization	Legacy System	Project Scope/Outcome
Richmond, VA	CGI	Assess Upgrade Path/Replace
Washtenaw County, MI	JD Edwards EnterpriseOne	Assess Improvement Options/Replace
Richland, WA	Harris GEMS	Assess Improvement Options/Explore Upgrade Path

Topic #3

Please explain what methodology is being proposed in place of an ROI, the benefits of the approach, and how it differs from an ROI.

Our approach is to consider the Total Cost of Ownership when planning for the replacement of an enterprise software solution, by examining the total actual costs associated with a solution. The benefits of this approach include:

- Measuring both quantitative and qualitative factors
- Greater value realized by our clients
- More relevant for required projects (upgrades, replacements) than a Return on Investment

5: City Questions

6: Why BerryDunn?

Why BerryDunn?

- ✓ We are selective in the projects we pursue and only propose on projects within our core service offerings and for clients in our focus areas.
- ✓ We have a team with experience from multiple perspectives, including prior employees of ERP system vendors and a former public sector IT Director, CIO, Purchasing and Finance Lead, Budget Analyst, and Municipal Bond Analyst. Approximately 75% of our team members have prior experience in government.
- ✓ We have a proven methodology for assessing ERP system needs, including collecting and analyzing information from multiple sources that assists our clients in their decision-making processes.
- ✓ We have developed a work plan that leverages our carefully developed toolkit of templates and resource documents, as well as our BerryDunn KnowledgeLink MS Sharepoint site for project collaboration.
- ✓ We are experienced in guiding clients similarly situated to the City of Gainesville through all phases of ERP assessment and replacement projects, including the City's intended focus areas.
- ✓ We are independent and objective advisors.

Thank You!

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