

Minutes

Audio Tape No. 566

The City Council of the City of Leawood, Kansas, met for a Work Session Meeting at City Hall, 4800 Town Center Drive, at 6:30 P.M., on Monday, December 2, 2002. Mayor Peggy Dunn presided.

Councilmembers present: Scott Gulledge, Pat Dunn, Louis Rasmussen, James E. Taylor, Sr., Mike Gill, Gary L. Bussing and Jim Rawlings.

Councilmembers absent: Shelby Story

Technology Review Committee Members present: Mark Meierhoffer
Scott Revare

Staff present: Scott Lambers, City Administrator
Mark Andrasik, Information Systems Director
Patricia A. Bennett, City Attorney
Colleen Browne, Human Resources Director
Kathy Rogers, Finance Director
Deb Harper, City Clerk

1. Discussion regarding an Integrated Software System for the Finance and Human Resources Departments

040 Mayor Dunn asked Councilmember Scott Gulledge to give a brief background on this project. Mr. Gulledge recognized the Committee members and staff that has worked hard and devoted a large quantity of time to this project. An amount of \$750,000, was budgeted to purchase a software system for use by the Finance and Human Resources Departments. The Committee looked at a 'Tier One' program, described as a complex, all-inclusive system; and a 'Tier Two' system, which the Committee feels meets the City's needs and is less expensive than a Tier One system. The Committee originally thought this project would require the hiring of a consultant to review all of the available programs, however, due to the expertise of staff and committee members, this was not necessary, and was a cost savings to the City.

The Technology Review Committee met on November 26, 2002, and approved Staff's recommendation of a specific vendor. The Technology Committee is now seeking approval to pursue negotiations and specific terms with this selected Vendor.

Kathy Rogers stated once this program is implemented it will eliminate duplicate efforts that is occurring now by different departments, such as payroll, budgeting. This will also cause some shifting of personnel and duties. Additionally, the City will no longer have to outsource payroll, which will be a cost savings to the City.

Councilmember Gill stated the Vendor's Dun & Bradstreet Report reflects a very good credit history. It currently employees 75-100; and has 175 clients.

Committee Member, Mark Meierhoffer stated they obtained financials and although they do not appear to be good, at the moment, due to the fact they were involved in a buy-out in late 2001, and will have to recapitalize the company.

Mark Andrasik stated this Vendor executed 12 contracts in the last 6 months, with 2 contracts pending. The Committee also conducted thorough reference checks with other municipalities that currently have this system.

Mr. Meierhoffer said he feels comfortable with the Tier-Two choice. Tier-One systems can become very large and never ending. The staff and committee have done a good job in their analysis in determining the City's needs and feels a Tier-Two system will meet the City's needs.

- 1170 Councilmember Rasmussen asked if this system would be all-inclusive and used by all departments. Ms. Rogers stated eventually this would be the City's goal, with the exception of perhaps the municipal court. This system has the building permit package and could be integrated between Codes, Planning & Development and Public Works Departments. Eventually, it could be integrated with the Police Department's impound fees, alarm fees, and other miscellaneous fees.

Mark Andrasik stated this Vendor also has a permit and inspections program that could be an option to the package purchase. The technology of this software package is Microsoft compatible, which allows for this system to be used with other compatible databases.

Committee Member Scott Revare arrived at 6:55 P.M.

Mr. Revare stated he looked at the Vendor's track record; this Vendor has 140 different cities that are current clients; solid references; implementation of the system occurred within the promised time frame; and the clients were happy with the software package after the installation. Overall, he is pleased with this Vendor's performance and endorses the Committee's recommendation.

Mr. Meierhoffer stated even though the balance sheet did not look good, the Vendor has a large amount of deferred revenue.

Mayor Dunn asked how much longer should the City look at financials before making a decision. Mr. Meierhoffer stated their Dun & Bradstreet Report, reflecting current credit ability and payable history looks good.

Councilmember Gill stated the Vendor has agreed to release the source code, which is unusual for a company to release.

Mayor Dunn stated even though a formal vote cannot be taken, the consensus is to approve the Committee's recommendation and to pursue negotiations with this Vendor.

Councilmember Gill stated he understands this system will not be used by all departments for every accounting and financial aspect, however he would like to see turn-key in the sense that the system will be installed and running, with personnel trained on site. He doesn't want certain aspects or additional features piece-meal. He would like to see the entire deal as one unit package.

Mr. Meierhoffer stated this was discussed by the Committee and recommended there be a mile stone incentive based agreement, allowing for payments to be made at certain intervals once that part of the system has been completed or accomplished.

Councilmember Rawlings asked if there would be an implementation timeline and if the Vendor currently has the resources necessary to meet the City's needs. Ms. Rogers stated there would be a timeline and an assignment of responsibilities to ensure a smooth transition.

Councilmember Rasmussen asked the Staff to be mindful of placing in the agreement, concrete software achievement goals, such as a customer service system with time frames.

Mayor Dunn stated the consensus is to approve the Committee's recommendation and hopefully the City will be able to execute a contract with this company in the near future.

2484 There being no comments and questions, the meeting was adjourned at 7:15 P.M.

Deb Harper, City Clerk