



## LODI CITY COUNCIL

Carnegie Forum  
305 West Pine Street, Lodi

## "SHIRTSLEEVE" SESSION

Date: July 16, 2013

Time: 7:00 a.m.

For information regarding this Agenda please contact:

**Randi Johl**

**City Clerk**

**Telephone: (209) 333-6702**

*NOTE: All staff reports or other written documentation relating to each item of business referred to on the agenda are on file in the Office of the City Clerk, located at 221 W. Pine Street, Lodi, and are available for public inspection. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation contact the City Clerk's Office as soon as possible and at least 24 hours prior to the meeting date.*

### Informal Informational Meeting

**A. Roll Call by City Clerk**

**B. Topic(s)**

B-1 Receive Report on Replacement Financial and Utility Billing System Software (CM)

**C. Comments by Public on Non-Agenda Items**

**D. Adjournment**

Pursuant to Section 54954.2(a) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day.

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Randi Johl  
City Clerk



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## CITY OF LODI COUNCIL COMMUNICATION

**AGENDA TITLE:** Receive Report on Replacement Financial and Utility Billing Systems Software

**MEETING DATE:** July 16, 2013

**PREPARED BY:** Deputy City Manager

**RECOMMENDED ACTION:** Receive report on replacement financial and utility billing system software.

**BACKGROUND INFORMATION:** The City is currently using software for its financial and utility billing systems that date to the late 1990s. These systems are outdated and at the end of their useful lives.

The City issued a Request for Information on November 15, 2012 and received responses from 10 vendors on January 4, 2013. A team of City staff reviewed the proposals and recommended four firms be invited to demonstrate their software for staff to evaluate. Ultimately, two firms provided demonstrations of their software capabilities.

Staff is recommending Tyler Technologies, Inc. be awarded the contract and that Tyler host the software rather than the City hosting the software. Staff will present activities to date and provide the Council and public with an overview of the recommended software. A representative from Tyler Technologies, Inc. will be present to address any questions that Council may have regarding the recommended solution.

**FISCAL IMPACT:** Total cost for the recommended solution is \$2,003,956 over a seven-year period. Costs will be paid as each phase is available for use. Once fully implemented, on-going costs of \$276,174 are anticipated. By comparison, costs of the existing systems are \$336,600 per year. Net on-going savings of \$60,426 per year are anticipated.

**FUNDING AVAILABLE:** \$1 million has been set aside for this project; additional funding will be appropriated each budget year for annual fees.

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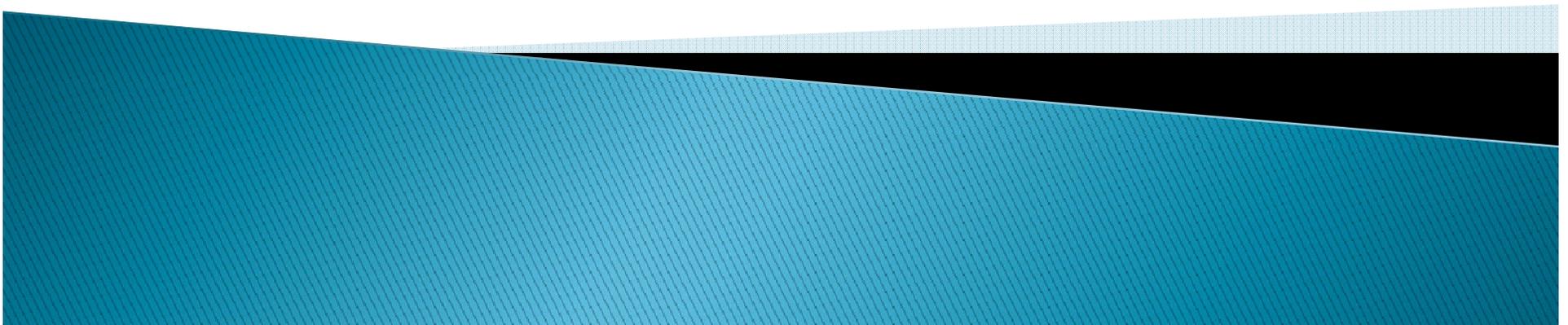
Jordan Ayers  
Deputy City Manager

JA/ja

APPROVED: \_\_\_\_\_  
Konradt Bartlam, City Manager

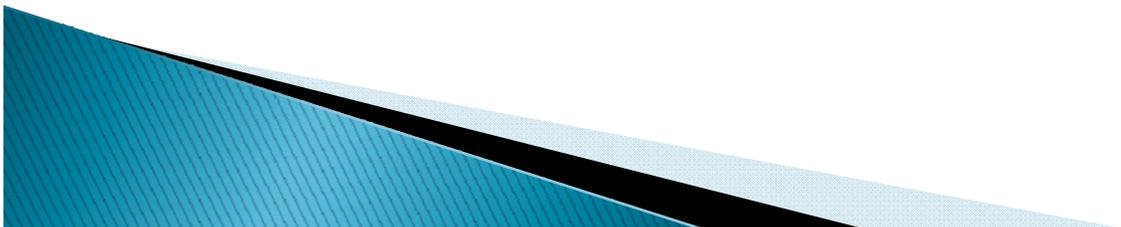
# Financial Systems Replacement

Shirtsleeve Session  
July 16, 2013



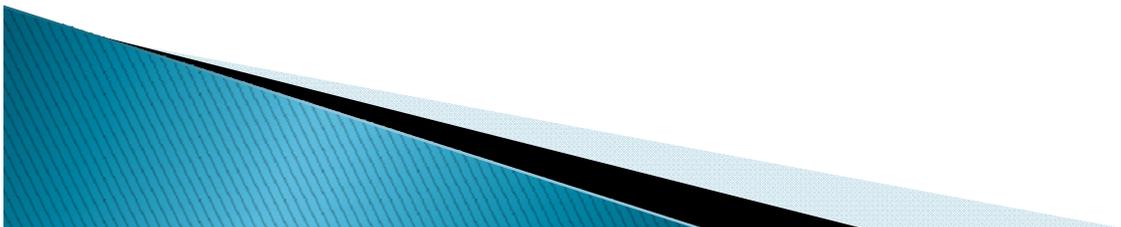
# Current Status

- ▣ Financials
  - JD Edwards (GL, AP, HR, Payroll, Purchasing)
  - Vertex E-CIS (Utility Billing)
  - Stand alone Business License
  - Limited project accounting
  - Stand alone Fleet Maintenance
  - Fixed Assets (Excel spreadsheet)
  - Not up to current version
- ▣ IBM AS400 platform
- ▣ Annual Maintenance \$337,100
  - Software/Hardware maintenance \$132,100
  - Staff costs \$205,000



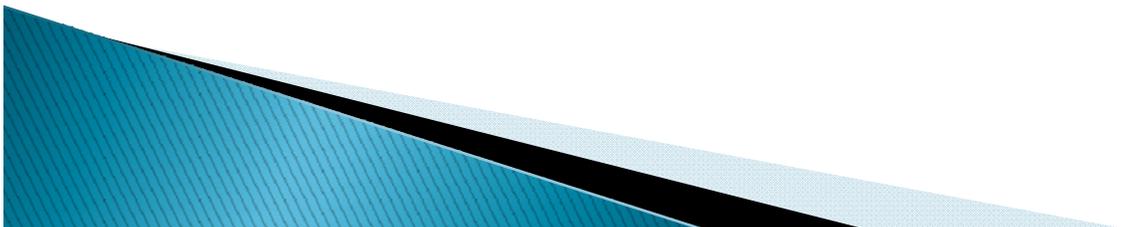
# Activities To Date

- ▶ Request For Information (Nov 2012)
- ▶ Vendor Responses (Jan 2013)
- ▶ Evaluation of Responses (Jan 2013)
- ▶ Short List of Vendors (Jan 2013)
- ▶ Vendor Demos (Feb/Mar 2013)
- ▶ Reference Checks/Follow-up (Mar/Apr 2013)
- ▶ Site Visit (May 2013)
- ▶ Contract Negotiations (June/July 2013)



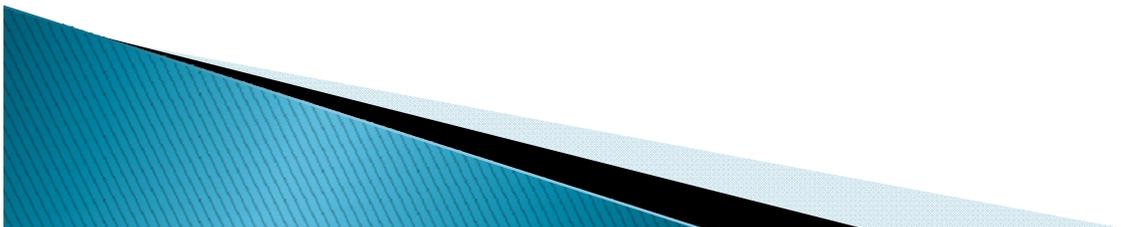
# Recommended Solution

- ▶ Tyler Technologies, Inc.
  - MUNIS
- ▶ Windows based
- ▶ .NET architecture
- ▶ Fully integrated
- ▶ Regularly updated
- ▶ Hosted by Tyler



# Tyler Technologies, Inc.

- ▶ Over 25 years ERP experience
- ▶ Public Sector only
- ▶ More than 1,400 clients live on Munis
  - Over 400 using SaaS model
- ▶ Publicly traded company (TYL)



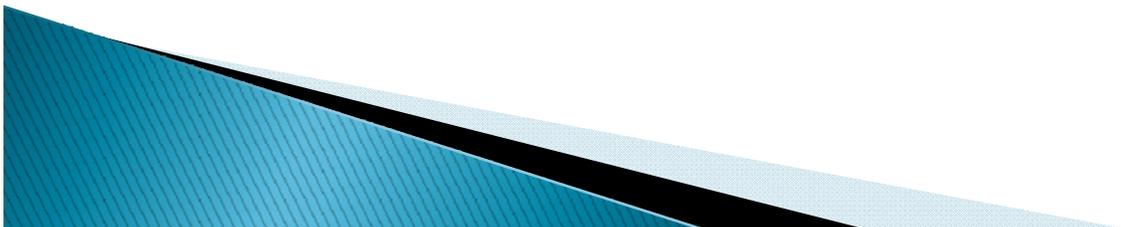
# Timeline

## ▣ Phased implementation

Phase	Tentative Start Date	Tentative Go-Live Date
Financials	09/01/2013	07/01/2014
HR/Payroll	01/01/2014	10/01/2014
Work Orders/Revenue	09/01/2014	03/01/2015
Utility Billing	12/01/2014	09/01/2015

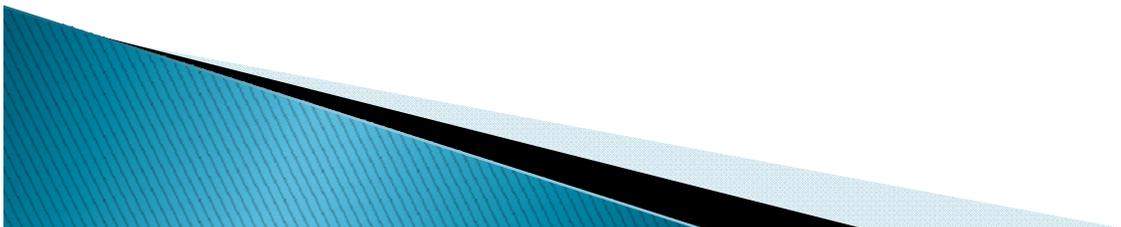
# Financials

- ▶ General Ledger
- ▶ Budget
- ▶ Accounts Payable
- ▶ Purchasing
- ▶ Fixed Assets
- ▶ Inventory (with bar coding)
- ▶ Project and Grant Accounting
- ▶ Dashboard Reporting



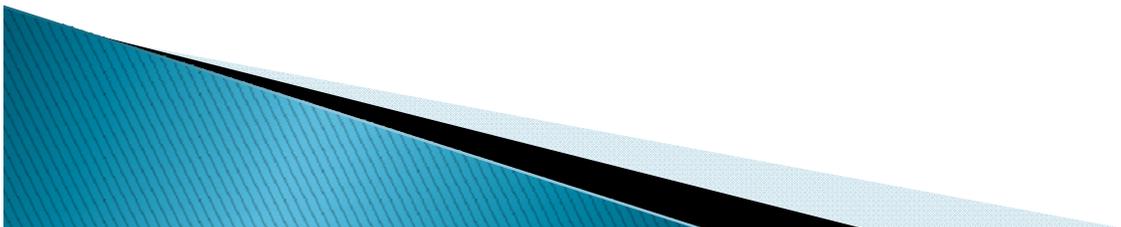
# HR/Payroll

- ▣ Applicant Tracking
- ▣ HR Management
- ▣ Payroll with Employee Self Service



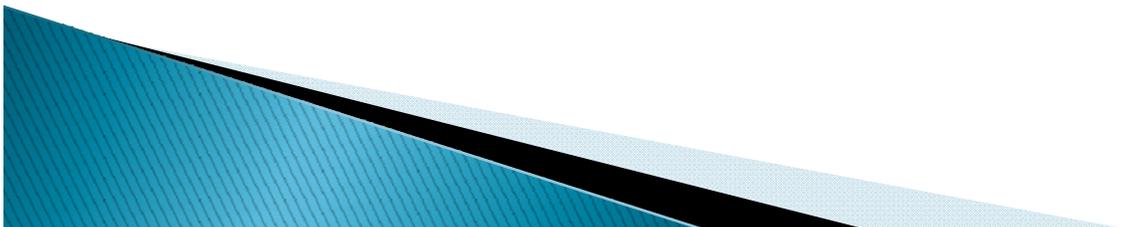
# Work Orders / Revenue

- ▶ Fleet and Facilities Management
- ▶ Accounts Receivable
- ▶ Business License
- ▶ General Billing
- ▶ Cashiering
- ▶ Citizen Self Service



# Utility Billing

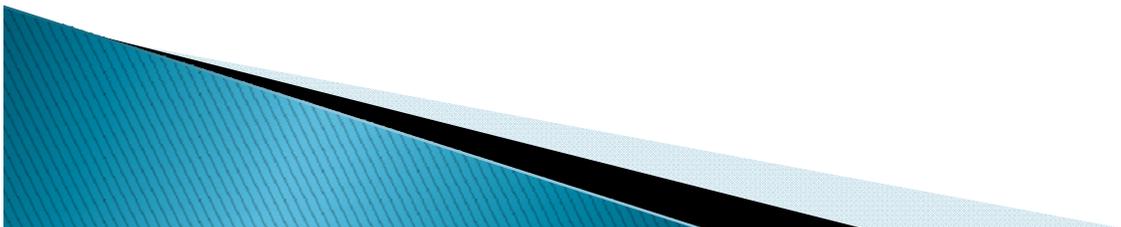
- ▶ Utility Billing



# Software as a Service (SaaS)

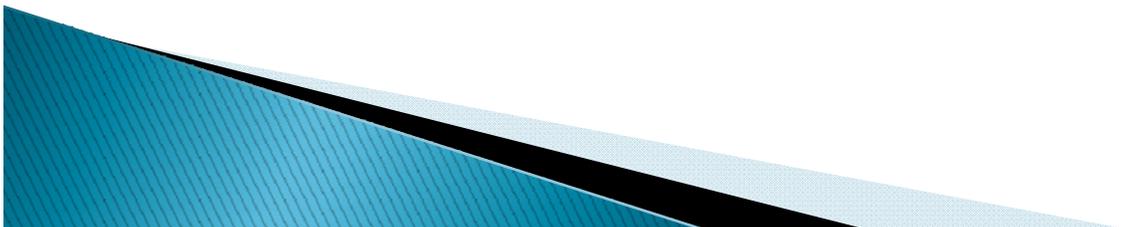
## ▶ SaaS

- Tyler will host and maintain the software
- City 'rents' from Tyler
- Servers in Maine and Texas
- Fail-over capability/redundancy
- Eliminates need for local servers and maintenance
- Satisfies audit findings regarding disaster recovery and business continuity
- Likely to result in 2 fewer IT positions



# Implementation

- ▶ Project Plan
- ▶ Chart of Accounts
- ▶ City Staff
  - Project Manager–Deputy City Manager
  - Project Team–Various subject matter experts
    - Additional duties
    - May back–fill with part–timers/retirees
- ▶ Tyler Staff
  - Typically on–site one week per month



# Payments

- ▶ Total cost
  - \$2,003,956 over 7 year period
- ▶ Paid as modules become available
- ▶ Annual on-going cost once fully implemented
  - \$276,174



# Next Steps

- ▶ Approve contract tomorrow night
- ▶ Begin implementation



**Questions?**

