



City of Racine, Wisconsin
Agenda BRIEFING MEMORADUM

AGENDA DATE:

May 31, 2022 – Finance and Personnel
June 7, 2022 – Common Council

SUBJECT:

Communication sponsored by Alder Taft and Alder West, requesting permission to award a sole source three-year contract with two one-year options to renew, 2022067, with Tyler Technologies for Enterprise Resource Planning (ERP) software and supporting components.

PREPARED BY:

Adele Edwards, Chief Information Officer

EXECUTIVE SUMMARY:

The Management Information Systems (MIS) Department is requesting permission to award a sole source three-year contract, with two one-year options to renew, with Tyler Technologies for Enterprise Resource Planning (ERP) software and supporting components.

PROJECT BACKGROUND & ANALYSIS:

Originally implemented in 2014, we are moving to one 3-year contract, with two 1-year options to renew, for all Tyler Technologies Enterprise Resource Planning (ERP) software and services. The cost increases annually by about 5%. All maintenance and support is included in the contract.

This is a sole source purchase because Tyler Technologies is the only company that sells this ERP solution.

The ERP system manages core functions such as financials, procurement, human resources, payroll and revenues. It is a centralized data system and allows the Finance and Human Resources departments to maintain consistent and modern workflows and processes, secure data, and provide detailed audit records. This system is heavily in use throughout all city departments. Because it is a centralized system, it has enabled the breakdown of departmental silos, increased process efficiency, enabled streamlined auditing practices, and has eliminated the need of duplicate data entry.

Additional supporting components to the main ERP system that are included in this contract are as follows:

- Annual Comprehensive Financial Report (ACFR) Statement Builder – This service allows direct integration of the financial data and audit data to create reporting and statements following the stipulations mandated by the Government Accounting Standards Board (GASB).
- Planned Annual Continuing Education (PACE) Program – This includes a set number of training days where Tyler Technologies trainers will train city staff on specific modules and processes, access to the annual conference, and time allotted to process review and refinement. This will allow city departments to maintain efficient processes and keep up with industry best practices. These days can also be allocated to a dedicated Tyler Technologies project manager to assist with new process implementations should they arise.

- PCI Compliance for Tyler Payments – Tyler Payments is the payment gateway we utilize for credit card processing in conjunction to Tyler Technologies systems. They maintain PCI compliance on behalf of the city.

BUDGETARY IMPACT:

This is a three-year contract, with two one-year options to renew. The total cost for the 2022 renewal is \$141,302.00. Funds are available in account #70113-54500 for FY 2022 and costs for subsequent years will be appropriated during the annual budget process.

RECOMMENDED ACTION:

The Mayor and City Clerk be authorized to execute and sign a contract, 2022067, with Tyler Technologies for city-wide Enterprise Resources Planning (ERP) Software and components.