



MARIPOSA COUNTY

Administration • 966-3222



RESOLUTION - ACTION REQUESTED 2018-545

MEETING: November 13, 2018

TO: The Board of Supervisors

FROM: Dallin Kimble, County Administrative Officer

RE: Approve a Request for Proposals (RFP) for an Enterprise Resource Planning (ERP) Consultant

RECOMMENDATION AND JUSTIFICATION:

Approve a Request for Proposals (RFP) for an Enterprise Resource Planning (ERP) system replacement consultant. The ERP system is also known as HTE, AS400 or the financial system, although it supports much more than just county financial system. This consultant is desired to support Mariposa County in the process of upgrading our ERP system. The scope of work for the consultant will include guidance and support for the following phases of the transition process:

- Documentation of requirements
- Development of an RFP for software vendors
- Selection process
- Contract negotiation
- Implementation and data migration
- Property tax software compatibility

In summary, the consultant would perform the duties of an executive project manager through all phases of this project, ending with the successful implementation of new ERP software.

Mariposa County is too small to fail in this effort. The ERP system can and does support the majority of the software requirements for the County and failure to properly select, contract, and implement a new system would be catastrophic to the County operations, financial management, and financial resources. It is rare that any one County employee will oversee the implementation of more than one ERP system in a career, so dedicated, professional, external expertise can provide the support necessary to ensure that Mariposa County successfully obtains and transitions to a new ERP system that supports the needs of the staff and community within the budget and timeline required.

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BACKGROUND AND HISTORY OF BOARD ACTIONS:

Mariposa has utilized the DOS-based AS400 enterprise resource planning (ERP) software since 1992. The system, which was originally released in 1980, is running on County-owned servers maintained by County staff.

There are many challenges associated with the current ERP system. New, technologically savvy County employees struggle to adapt to a DOS-based program because it is so old. Information cannot be retrieved in a format that can be analyzed with modern tools. Significant staff time is spent translating ERP data into reports, doing data analysis and duplicative data entry.

Online capabilities for the community and employees are difficult to achieve with the current ERP system. Back-end departmental integration and resource tracking is also missing from the current ERP implementation.

AS400 is reaching its end-of-life, following a respectable 38-year run (26 years in Mariposa). It is truly ancient in software-years. It is likely that the system will not be supported by the manufacturer much longer and the available staff and consultants that can work on AS400 are very few.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not authorize staff to send out an RFP for consulting support and try to make an ERP transition without it, or stick with the current ERP system until it truly reaches its end-of-life.

ATTACHMENTS:

Draft RFP - ERP Consulting Services Mariposa County (PDF)
Statement of Qualifications, References, and Anti-Collusion Statement (PDF)

RESULT: ADOPTED [UNANIMOUS]

MOVER: Merlin Jones, District II Supervisor

SECONDER: Miles Menetrey, District V Supervisor

AYES: Smallcombe, Jones, Long, Cann, Menetrey