



AGENDA

Special County Operations Committee

Thursday, August 13, 2020

@ 5:15 p.m.

Peoria County Courthouse, Room 402

1. **Call to Order**

2. **Resolution**
 - Enterprise Resource Planning (ERP) Software Selection Consultant Services

3. **Miscellaneous**

4. **Adjournment**

AGENDA BRIEFING

COMMITTEE: County Operations
MEETING DATE: 08/13/2020

LINE ITEM: 080-5-080-7-776-53071
AMOUNT: \$125,290.00

ISSUE: Enterprise Resource Planning Software Selection Consulting Agreement

BACKGROUND/DISCUSSION:

As part of the overall project to improve and upgrade the County's financial system, a project has been launched to select and implement Enterprise Resource Planning (ERP) software.

Enterprise resource planning (ERP) is defined as the ability to deliver an integrated suite of business applications. ERP tools share a common process and data model, covering broad and deep operational end-to-end processes, such as those found in finance, HR, distribution, manufacturing, service, and the supply chain.

The first phase of this project is to select a consulting firm knowledgeable in the development of an RFP to select ERP software and in negotiating a contract for the selected software.

The current systems are antiquated and facing end-of-life dates as soon as September 2021 (technical support) and June 2022 (functional support). This includes Pentamation, Community Plus, TimeForce, and SilverLight, which cover essential operations such as financial reporting, budget, timekeeping, and payroll.

As such, an Executive Selection Committee was formed of the following cross-departmental team members: County Administrator, Chief Financial Officer, Chief Information Officer, Chief Deputy, County Treasurer. This selection committee was formed to solicit proposals and select a consultant for the software selection phase of the project. Six vendors responded to the Request for Proposal and two were selected as finalists and invited to present their proposals to the selection committee:

VENDOR	Cost
BerryDunn	\$113,900.00
PlanteMoran	\$133,010.00

The committee evaluation criteria and process outlined in the RFP included cost, general information, implementation consulting experience, specific experience implementing ERP software/systems, and project methodology/approach.

RFP Criteria	BerryDunn	PlanteMoran
Cost	√	
General Information	√	
Implementation Consulting Experience	√	
ERP Software Implementation Experience	√	
Project Methodology	√	

With conformance to all five areas of the evaluation criteria, the selection committee unanimously recommends BerryDunn as the consultant best meeting the criteria set forth in the request for proposal and the therefore the vendor best meeting the overall needs of Peoria County.

The cost of the consulting services including RFP development, software selection & negotiation is \$113,900. The total cost with 10% risk reserve is \$125,290.00 and is available from the 2020 IT Services budget.

COUNTY BOARD GOALS:**FINANCIALLY SUSTAINABLE COUNTY GOVERNMENT****QUALITY SERVICES DELIVERED IN A PROFESSIONAL MANNER**

STAFF RECOMMENDATION:

Authorize the County Administrator to negotiate and execute a contract with Berry Dunn McNeil and Parker, LLC (BerryDunn) of Portland, Maine, contingent on funding and legal approval, for the consulting services to develop an RFP, select ERP software, and negotiate the contract with the software provider in an amount not to exceed \$125,290. In the event of an unsuccessful negotiation, the County reserves the right to move to the next most responsible vendor.

COMMITTEE ACTION:

PREPARED BY: Mark Little, Chief Information Officer (on behalf of the ERP Executive Selection Committee)

DEPARTMENT: IT Services

DATE: 8/13/2020



COUNTY OF PEORIA
PURCHASING DIVISION
 PEORIA COUNTY COURTHOUSE
 324 MAIN STREET - ROOM 501
 PEORIA IL 61602

BID REPORT

TO: HONORABLE MEMBERS OF THE PEORIA COUNTY BOARD
 SCOTT SORREL, PEORIA COUNTY ADMINISTRATOR

FROM: JIM SMITH, CPPO, CPPB PURCHASING AGENT

SUBJECT: RFP # 80-01-20: ERP CONSULTANT SERVICES

DATE: MAY 11, 2020

CC: MARK LITTLE, CHIEF INFORMATION OFFICER

This office, on behalf of IT Services, solicited proposals for ERP Consultant Services. Six (6) vendor responses were received. The attached tabulation represents all proposals received. Additional bid document information may be required in selecting a bidder. This report does not evaluate specification compliance to the specifications in the RFP.

Peoria County bid tab RFP 80-01-20 ERP Consultant					
Vendor:	Signature Sheet	Non-collusion Affidavit	Cost Sheet	References	EEO Certificate # or Copy of Application
Avero LLC Maryville TN	X	X	X	X	Applied for
Berry Dunn McNeil & Parker LLC Portland ME	X	X	X	X	Applied for
Government Finance Officers Association Chicago IL	X	X	X	X	Applied for
Madiba Inc Irvine CA	X	X	X	X	03596-210630
Plante Moran Southfield MI	X	X	X	X	Applied for
Softresources LLC Kirkland WA	X	X	X	X	Applied for



Official Certificate of Publication as Required by State Law and IPA By-Laws

Certificate of the Publisher

Ganett certifies that it is the publisher of the Peoria Journal Star. Peoria Journal Star a secular newspaper, has been continuously published daily for more than fifty (50) weeks prior to the first publication of the attached notice, is published in the City Peoria, County of Peoria, Township of Peoria, State of Illinois, is of general circulation throughout that county and surrounding area, and is a newspaper as defined by 715 ILCS 5/5.

A notice, a true copy of which is attached, was published 1 time in Peoria Journal Star. The publication of the notice was made in the newspaper, dated and published on February 28th, 2020. The notice was also placed on a statewide public notice website as required by 715 ILCS 5/2.1.

In witness, the Peoria Journal Star has signed this certificate by Ganett, its publisher, at Peoria, Illinois, on February 28th, 2020.

County of Peoria
Ad # 4698175

By:

Ashley Anderson

Ashley Anderson
Legal Notice Representative
Ganett
Publisher

(Note: Unless otherwise ordered, notarization of this document is not required.)

County of Peoria Signature Sheet

**EXECUTION OF THIS FORM CERTIFIES UNDERSTANDING AND
COMPLIANCE WITH THE TOTAL BID PACKAGE.**

THIS FORM SHALL BE COMPLETED FOR THIS BID TO BE EVALUATED.

Please print or type:

THIS BID SUBMITTED BY:

Company Name: Avero, LLC

Authorized Agent Name & Title: Abhijit Verekar, President & CEO

Contact Person: Abhijit Verekar

Company Address: 512 West Broadway Avenue

City, State Zip Code: Maryville, TN 37801

Daytime Telephone: (865) 415 - 3848

Daytime Fax: N/A

Daytime E-Mail (if available): av@averoadvisors.com

EEO Certificate of Compliance Num.: applied for

Addenda Received: 3/17/20 3/19/20 3/31/20 4/03/20 4/03/20

Attach statement that firm has sexual harassment and drug-free workplace policies in place.

Attach statement of ability to meet the specified requirements of this invitation to bid.



Signature of Authorized Agent

5/04/2020

Date

**Peoria County reserves the right to reject any and all bids, to wave technicalities
and select the equipment/services best suited to the county.**

DO NOT FAX OR EMAIL YOUR BIDS

County of Peoria Signature Sheet

EXECUTION OF THIS FORM CERTIFIES UNDERSTANDING AND COMPLIANCE WITH THE TOTAL BID PACKAGE.

THIS FORM SHALL BE COMPLETED FOR THIS BID TO BE EVALUATED.

Please print or type:


THIS BID SUBMITTED BY:

Company Name: Berry Dunn McNeil & Parker, LLC
Authorized Agent Name & Title: Seth Hedstrom, Principal
Contact Person: Seth Hedstrom
Company Address: 100 Middle Street
City, State Zip Code: Portland, ME 04101
Daytime Telephone: (207) 541-2212
Daytime Fax: (207) 774-2375
Daytime E-Mail (if available): shedstrom@berrydunn.com
EEO Certificate of Compliance Num.: Provided upon contract award.

Addenda Received: 1 - 3/17 2 - 3/19 3 - 3/31 4 - 4/3 5 - 4/3

Attach statement that firm has sexual harassment and drug-free workplace policies in place.

Attach statement of ability to meet the specified requirements of this invitation to bid.



Signature of Authorized Agent

May 7, 2020

Date

Peoria County reserves the right to reject any and all bids, to wave technicalities and select the equipment/services best suited to the county.

DO NOT FAX OR EMAIL YOUR BIDS

County of Peoria Signature Sheet

EXECUTION OF THIS FORM CERTIFIES UNDERSTANDING AND COMPLIANCE WITH THE TOTAL BID PACKAGE.

THIS FORM SHALL BE COMPLETED FOR THIS BID TO BE EVALUATED.

Please print or type:

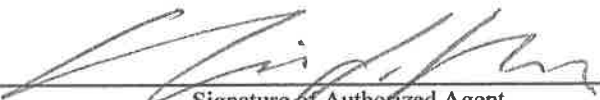
THIS BID SUBMITTED BY:

Company Name: Government Finance Officers Association
Authorized Agent Name & Title: Michael Mucha, Deputy Executive Director
Contact Person: Michael Mucha
Company Address: 203 N. LaSalle Street, Suite 2700
City, State Zip Code: Chicago, IL 60601
Daytime Telephone: 312-977-9700
Daytime Fax: 312-977-4806
Daytime E-Mail (if available): mmucha@gfoa.org
EEO Certificate of Compliance Num.: _____

Addenda Received: 1 2 3 4 5

Attach statement that firm has sexual harassment and drug-free workplace policies in place.

Attach statement of ability to meet the specified requirements of this invitation to bid.



Signature of Authorized Agent

5/4/2020

Date

Peoria County reserves the right to reject any and all bids, to wave technicalities and select the equipment/services best suited to the county.

DO NOT FAX OR EMAIL YOUR BIDS

County of Peoria Signature Sheet

EXECUTION OF THIS FORM CERTIFIES UNDERSTANDING AND COMPLIANCE WITH THE TOTAL BID PACKAGE.

THIS FORM SHALL BE COMPLETED FOR THIS BID TO BE EVALUATED.

Please print or type:

THIS BID SUBMITTED BY:

Company Name: MADIBA INC
Authorized Agent Name & Title: NICHOLAS LOCKE, EXECUTIVE PARTNER
Contact Person: NICHOLAS LOCKE
Company Address: 16481 SCIENTIFIC WAY
City, State Zip Code: IRVINE CA 92618
Daytime Telephone: (949) 716 8979 x 223
Daytime Fax: (949) 271 4073
Daytime E-Mail (if available): NICK.LOCKE@MADIBA.COM
EEO Certificate of Compliance Num.: 03596-210630
Addenda Received: 1 2 3 4 5

Attach statement that firm has sexual harassment and drug-free workplace policies in place.

Attach statement of ability to meet the specified requirements of this invitation to bid.



Signature of Authorized Agent

5/3/2020

Date

Peoria County reserves the right to reject any and all bids, to wave technicalities and select the equipment/services best suited to the county.

DO NOT FAX OR EMAIL YOUR BIDS

County of Peoria signature sheet

County of Peoria Signature Sheet

EXECUTION OF THIS FORM CERTIFIES UNDERSTANDING AND COMPLIANCE WITH THE TOTAL BID PACKAGE.

THIS FORM SHALL BE COMPLETED FOR THIS BID TO BE EVALUATED.

Please print or type:

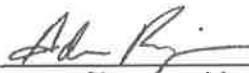
THIS BID SUBMITTED BY:

Company Name: Plante & Moran, PLLC
Authorized Agent Name & Title: Adam Rujan, Partner
Contact Person: Adam Rujan
Company Address: 27400 Northwestern Hwy
City, State Zip Code: Southfield, MI 48034
Daytime Telephone: 234.223.3328
Daytime Fax: 234.233.8587
Daytime E-Mail (if available): adam.rujan@plantemoran.com
EEO Certificate of Compliance Num.: 03469-190331 - we will gladly renew if awarded the contract
Addenda Received: 1 2 3 4 5

Attach statement that firm has sexual harassment and drug-free workplace policies in place.

Attach statement of ability to meet the specified requirements of this invitation to bid.

See next page for statements.



Signature of Authorized Agent

May 4, 2020

Date

Peoria County reserves the right to reject any and all bids, to wave technicalities and select the equipment/services best suited to the county.

DO NOT FAX OR EMAIL YOUR BIDS

County of Peoria Signature Sheet

EXECUTION OF THIS FORM CERTIFIES UNDERSTANDING AND COMPLIANCE WITH THE TOTAL BID PACKAGE.

THIS FORM SHALL BE COMPLETED FOR THIS BID TO BE EVALUATED.

Please print or type:

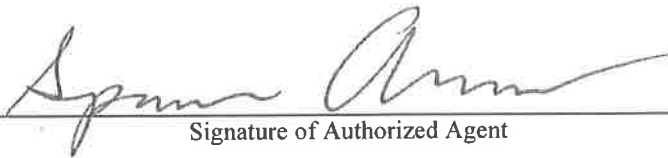
THIS BID SUBMITTED BY:

Company Name: SoftResources LLC
Authorized Agent Name & Title: Spencer Arnesen, CPA, Principal
Contact Person: Spencer Arnesen
Company Address: 11411 NE 124th Street, Suite 270
City, State Zip Code: Kirkland, WA 98034
Daytime Telephone: 425-216-4030
Daytime Fax: None
Daytime E-Mail (if available): sarnesen@softresources.com
EEO Certificate of Compliance Num.: _____

Addenda Received: #1 #2 #3 #4 #5

Attach statement that firm has sexual harassment and drug-free workplace policies in place. Yes

Attach statement of ability to meet the specified requirements of this invitation to bid. Yes



Signature of Authorized Agent

May 1, 2020

Date

Peoria County reserves the right to reject any and all bids, to wave technicalities and select the equipment/services best suited to the county.

DO NOT FAX OR EMAIL YOUR BIDS

