



# INFOR CloudSuite Implementation

Board of Supervisors

August 31, 2021

# INFOR County Implementation

- September, 2011 - INFOR released INFOR Lawson S3 version 10
- April, 2014 – BOS approved implementation of INFOR Version 10 Implementation
- April, 2015 – Implementation of INFOR Human Resources/ Payroll
- November, 2015 – Implementation of INFOR Financials and Procurement
- June, 2017 – Improvements to V10 accounting structure
- June, 2018 – Implemented Workforce Management Module
- October, 2020 – Began Value Engineering after gap in improvements due to COVID-19
- March, 2021 – Completion of Value Engineering
- August, 2021 – Request of Board to approve migration to INFOR CloudSuite
- January, 2023 – Target Go-Live of CloudSuite, if Board approves. (Approx. 8 years after V10 implementation)

# Benefits for the Innovation & Technology Services Department

- **TCO BENEFITS:** In FY 2020/21 over 4,000 hours were spent on system administration. 50% conservative reduction estimate = 2,000 hours that can be repurposed towards higher value activities such as cyber security, data analytics and automation efforts.
- **SOFTWARE AS A SERVICE MODEL:** System will be accessible from anywhere, at anytime, from any device. System will stay current with released patches and feature updates. Infrastructure upgrades shift to vendors responsibility.
- **TECHNOLOGY ENHANCEMENTS:** Data analytics and Integration tools providing better data-driven decision making. External transparency and reporting capabilities.
- **CYBERSECURITY:** Software as a Service model shifts IT Security responsibilities onto the shoulders of the vendor. Infor & AWS have significantly more resources at their disposal to keep watchful eyes over security attacks & breaches.

# Benefits for the Human Resources Department

- Automate antiquated manual processes such as training tracking, adding the capability to generate individual training status reports and compliance certificates for mandatory trainings.
- A full service, centralized location for employees to select professional development opportunities that enhance their employee experience at Yolo County.
- Offer metrics, statistics and analytics that executive management can utilize in making professional development decisions for their respective departments and more accurately budget for the same.
- A Learning Management System will significantly impact employees in the learning and development process, increasing productivity resulting from skill building and streamlined collaboration across County departments.
- Automation will allow HR management to redistribute other important HR tasks to employees who will no longer need to manually track training.

# Benefits for the HHS Department

- **Software Consolidation** – Replace four separate software systems currently in use for contract tracking, time studies (two platforms), and performance measurement.
- **Software Procurement** – Prevent three new procurement processes for needed software systems including Business Intelligence, Management Accounting, and Contract Management.
- **Automation of Manual Processes** – Automate processing of 700+ contracts, cost allocation up to 5 levels deep, salary and benefit cost allocation for over 650+ employees every month, and workflow approvals to eliminate hundreds of emails.
- **Integrated Financial Structure** – Will allow HHS to be able to account for revenue and expenditures by Branch and Program for the first time.
- **Performance & Data Management** – Will provide HHS with the needed Data Lake and Data Visualization platform to track hundreds of required performance metrics by allowing multiple systems to automatically talk to each other.

# Benefits for Finance Department

- **Special District Access** – licensing constraints resolved and can have special districts engage fully with system rather than County staff processing.
- **Cost allocation** – Allows for greater tools to perform cost allocation rather than manual entries by accountants to spread costs.
- **Accounts Payable Automation** – Can have AP data entry done by system and have staff perform review and validation. If this saves ½ of AP time, this could equate to 5,000 hours.
- **Contracts Management** – Will implement contracts management to track all contracts during development to execution through completion.
- **Multi-Dimensional Ledger** – Allows consistent tracking and reporting of grants and capital projects, not available now.

# What's the cost and funding?

	FY21-22	FY22-23	Total
Implementation Consultant	\$1,801,000	\$939,520	\$2,740,520
County Project Staff	\$685,000	\$685,000	\$1,370,000
Contingency (10%)	\$118,000	\$156,052	\$274,052
<b>Total Project Cost</b>	<b>\$2,604,000</b>	<b>\$1,780,572</b>	<b>\$4,384,572</b>

Funding Source	FY21-22	FY22-23	Total
General Fund	\$685,000	\$1,185,000	\$1,870,000
Carryforward	\$568,000	\$0	\$568,000
Accumulated Capital Outlay	\$851,000	\$595,572	\$1,446,572
IGT	\$500,000	\$0	\$500,000
<b>Total Project Funding Plan</b>	<b>\$2,604,000</b>	<b>\$1,780,572</b>	<b>\$4,384,572</b>

\*Costs of project will be recoverable from State/Federal Sources in cost plan over 5 year period. Approximately 50-60% of costs can be recovered in this manner. Annual maintenance comparable to current version.

# Why is this the right time?

- **Staffing is in place** – Majority of County team has ERP implementation experience and many were on last implementation team. Backfill staffing plan will provide solid foundation for success and County has driven staff with willpower to improve.
- **Funding** - County budget can fund the project without incurring debt and can recapture significant costs in future years from state/federal sources.
- **Avoids other costs** – Avoids certain costs of additional add-ons to existing system which are built into new version (ex. BI system, contract management, timekeeping, etc).
- **Efficiency gains** – Allows significant potential for efficiency through digital workflows/documents and automation tools.
- **System Life** – System should last the County minimum of 10 additional years.
- **Continuous Improvement** – Sets the foundation for continuous improvement. An ERP is a process of continual improvement but will give a solid foundation to launch from.

# What do staff recommend?

## Recommended Actions:

1. Authorize Chief Technology Officer to execute agreement with INFOR for CloudSuite Software-as-a-Service not to exceed \$500,000 annually.
2. Authorize Chief Technology Officer to execute agreement with RPI Consultants for CloudSuite Implementation services not to exceed \$2,740,520.