



**TO:** Mayor Shaun Sipma  
Members of the City Council

**FROM:** David Lakefield, Finance Director

**DATE:** August 19, 2019

**SUBJECT:** **CITYWIDE ERP AND IMPLEMENTATION SERVICES**

**I. RECOMMENDED ACTION**

1. Approve the selection of Berry Dunn as the implementation consultant for the Citywide ERP project with Tyler Technologies.
2. Approve the contract with Tyler Technologies for purchase and implementation of the Tyler Munis product.
3. Authorize the Finance Director to negotiate a scope of work and contract with Berry Dunn and authorize the Mayor to sign the contract.

**II. DEPARTMENT CONTACT PERSONS**

David Lakefield, Finance Director                      701-857-4784

**III. DESCRIPTION**

- A. Background  
City staff has gone through an RFP process to select a vendor for a new ERP system to replace our existing legacy system. We have also conducted an RFQ process to select an implementation consultant to assist with the project. Through this process we are recommending Tyler Munis for the ERP system and Berry Dunn for the implementation consultant.
- B. Proposed Project  
Implementation of the Tyler Munis system to replace the existing Central Square system.
- C. Consultant Selection  
Approve the selection of Tyler Technologies and Berry Dunn as the vendor and implementation partners for the Tyler Munis project

**IV. IMPACT:**

- A. Strategic Impact:  
The updated system provides for more efficient processing and storing of critical information that is necessary for day to day management decisions as well insuring compliance with state and federal regulations.
- B. Service/Delivery Impact:  
The implementation of this system is expected to take several years. The project will be broken down into components and will be implemented in stages.

C. Fiscal Impact:

The anticipated costs associated with this project were budgeted in the 2019 and 2020 budgets.

**V. ALTERNATIVES**

Status Quo.

**VI. TIME CONSTRAINTS**

ASAP. Approval will allow the City to develop the implementation schedule and begin training.

**VII. LIST OF ATTACHMENTS**

1. Tyler Technologies Contract
2. Tyler Technologies Price Proposal
3. Berry Dunn RFQ Response