



Issue: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NIXA AUTHORIZING A BUDGET AMENDMENT TO APPROPRIATE FUNDS FOR ERP (ENTERPRISE RESOURCE PLANNING) CONSULTATION SERVICES

Date: July 19, 2021

Submitted By: Jennifer Evans, Director of Finance

Background

During Council's Workshop, the need for a new ERP system was discussed. The current ERP system has been in place for over 10 years with increasing problems concerning functionality and customer service. Staff would like to explore other options on the market to facilitate further customer service features across all departments. Because of the complexity of such a large undertaking and the critical nature of the RFP process and vendor selection, hiring a consultant to facilitate and manage the project is key. Baker Tilley, our current Municipal Advisor, offers an ERP consultation service.

Analysis

The cost of the ERP consultation services offered by Baker Tilley is \$70,500 and represents anywhere from 7-8% of the estimated cost of a new ERP system. A scope of the services offered by Baker Tilley is attached to this memo. The needs analysis, RFP creation and vendor selection process will likely take anywhere from 5-6 months to complete; therefore, the cost of the ERP system itself will be proposed in the 2022 budget.

Recommendation

Staff recommends approval of the budget amendment to appropriate funds for an ERP consultant.

1 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF NIXA AMENDING THE 2021**
2 **ANNUAL BUDGET TO APPROPRIATE FUNDING FOR ENTERPRISE RESOURCE**
3 **PLANNING CONSULTATION SERVICES.**
4

5
6 **WHEREAS** during the 2021 Council Workshop, the need for a new Enterprise
7 Resource Planning (“ERP”) system was discussed; and
8

9 **WHEREAS** hiring Baker Tilly, the City’s current financial advisor, to provide
10 consultation and management services of the solicitation process to select an ERP
11 vender is preferable given the complexity and critical nature of such a process; and
12

13 **WHEREAS** Section 67.040 RSMo. provides that after a budget has been
14 approved no increase in the revenues or expenditures from any fund shall be made
15 unless the governing body adopts a measure setting forth the facts and reasons making
16 the increase necessary and authorizing the increase; and
17

18 **WHEREAS** Section 8.7 of the City Charter authorizes the City Council to amend
19 budgeted revenues and expenditures upon the request of the City Administrator; and
20

21 **WHEREAS** the City Administrator has requested a budget amendment in the
22 amount of \$70,500.00 for the purposes contemplated by this Ordinance; and
23

24 **WHEREAS** the City Council desires to amend the City’s 2021 budget for the
25 purposes identified herein.
26

27 **NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF**
28 **NIXA, AS FOLLOWS, THAT:**
29

30 **SECTION 1:** The City of Nixa’s 2021 Annual Budget is hereby amended in the
31 accounts and the amounts as shown on “Council Bill Exhibit A,” which is attached
32 hereto and incorporated herein by this reference.
33

34 **SECTION 2:** City Council finds that the budget amendment enacted by this
35 Ordinance has been recommended by the City Administrator. The City Administrator is
36 directed to cause the appropriate accounting entries to be made in the books and
37 records of the City to reflect the budget amendment enacted by this Ordinance.
38

39 **SECTION 3:** This Ordinance shall be in full force and effect from and after its
40 final passage by the City Council and after its approval by the Mayor, subject to the
41 provisions of section 3.11(g) of the City Charter.
42

43
44 **[Remainder of page intentionally left blank. Signatures follow on the next page.]**
45
46

47 **ADOPTED BY THE COUNCIL OF THE CITY OF NIXA THIS _____ DAY OF**
48 **_____ 2021.**

49
50
51 **ATTEST:**

52
53 _____
54 **CITY CLERK**

_____ **PRESIDING OFFICER**

55
56
57 **APPROVED BY THE MAYOR THIS _____ DAY OF _____ 2021.**

58
59
60 **ATTEST:**

61
62 _____
63 **CITY CLERK**

_____ **MAYOR**

64
65
66 **APPROVED AS TO FORM:**

67
68 _____
69 **CITY ATTORNEY**

City of Nixa, MO
Budget Amendment

<u>Budget Amendment Amount</u>	<u>Fund</u>	<u>G/L Description</u>	<u>G/L Line #</u>	<u>Revenue Source</u>
\$14,100	General	Professional Fees	11-100-5160000	Current
\$14,100	Electric	Professional Fees	01-700-5160000	Current
\$14,100	Water	Professional Fees	02-800-5160000	Current
\$14,100	Wastewater	Professional Fees	03-900-5160000	Current
\$14,100	Streets	Professional Fees	13-300-5160000	Current
\$70,500	TOTAL			

Explanation: To amend the current budget of the City of Nixa to appropriate funds for ERP consultation services

This proposed Budget Amendment has been approved and requested by the City Administrator, pursuant to City Charter section 8.7.

Jimmy Liles, City Administrator

Authorized by Passage of Ordinance No. _____

Date of Passage: _____