

Memo



To: Manuel Abarca, Chairman Budget Committee
Troy Thomas, County Auditor

From: Michael Erickson, Director Information Technology MSE
MSE (Jun 21, 2023 20:17 CDT)

CC: Members of the Budget Committee

Date: June 21, 2023

Re: Ordinance 5749 – Project Summary

On Sept. 19, 2022 the Jackson County Legislature approved [Resolution 21036](#), awarding a ten-year contract for the furnishing of a cloud-based, software-as-a-service, enterprise resource management (ERP) solution for use by the Departments of Finance and Purchasing and Human Resources and the Jackson County Circuit Court to Precision Task Group, of Houston, TX, under the terms and conditions of the State of Texas, Department of Information Resources Contract No. DIR-TSO-4242, a competitively-bid government contract, at an actual cost to the County in the amount of \$2,122,164.00 for 2022 and a total 10-year cost of \$13,848,355.52. This contract includes Workday implementation services, certified functional-workstream, subject matter experts to supplement customer teams (PTG professional services), Workday certified training for functional leads, and 10-year Workday subscription plan.

On Jan. 17, 2023 the Jackson County Legislature approved [Resolution 21142](#), awarding a twelve-month term and supply contract with one twelve-month option to extend for the furnishing of information technology project management services in support of the Workday implementation project for use by various County departments and the 16th Judicial Circuit Court, to Remy Corporation of Denver, CO, under the terms and conditions of State of Oklahoma Contract No. SW1025, an existing, competitively-bid government contract. The 12-month estimate for project management services came to \$308,000, of which the Information Technology department budgeted \$150,000 for fiscal year 2023. Although included in the original estimate from Remy Corporation, we opted not to contract a testing lead resource.

On June 1, 2023, the Jackson County Legislature introduced [Ordinance 5749](#), requesting the appropriation of \$400,000 to fund additional professional services resources, under our previously approved term and supply contract with Remy (Res. 21142), in support of the Workday implementation project. The requested funds would provide for the balance of funds estimated for the project manager role as well as 1.5 FTE functional resources to supplement our staff leads. Specifically, we are seeking a .5 FTE resource to provide payroll processing services in our current legacy system and a Workday Payroll, Absence and Time Tracking (PATT) subject matter expert to provide guidance in configuration,

testing and best practices including streamlining processes. Given our current people resource and capacity constraints, this has been identified as a critical project gap that must be addressed.

The budget calculations below include the two new resources and the remaining funds needed for the project manager.

Resource	FTE	Person	Total
PM	1.0	K. Dang	\$ 158,000.00
PATT	1.0	TBD	\$ 185,000.00
Legacy	0.5	TBD	\$ 44,660.00
Contingency			\$ 12,340.00
		Total	\$ 400,000.00







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Final Audit Report

2023-06-22

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