



## Legislation Text

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**File #:** 22-5419, **Version:** 1

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**Department:** Universal Services

**Department Head:** Major General Rick Noriega (Ret) - Executive Director

**Regular or Supplemental RCA:** Regular RCA

**Type of Request:** Investment Memo

**Investment Memo Type:** Final Investment Memo

**Project Name:** ERP Enhanced Reporting

**Project ID** (if applicable): ERPENHANCEDRPT

**Vendor Legal Name** (if applicable): N/A

**MWDBE Contracted Goal** (if applicable): N/A

**MWDBE Current Achievement** (if applicable): N/A

**Justification for 0% MWDBE Participation Goal:** N/A - Goal not applicable to request

**Managing Entity:** Universal Services

**Incremental Authorization Requested:** \$5,490,700

**Total Estimated Project Cost:** \$10,913,000 (FY23-FY27)

### Request Summary:

Request for approval of a Final Investment Memo for the ERP Enhanced Reporting project for an incremental FY 2023 authorization of \$5,490,700 for a total of \$6,090,700.

### Project Description:

This project is to enhance the usage of PeopleSoft across Harris County. There are two key focus areas for this project: 1) Automation and Efficiency; and 2) Enhanced Reporting and Analytics.

Automation and Efficiency will focus on automating the manual interfaces for the business. Enhanced Reporting and Analytics will build out the reports and functionality in PeopleSoft to ensure departments have easy access to the data and functionality they need.

### Project Scope:

To accelerate the backlog and continuous volume of enhancement requests to the PeopleSoft application to support ongoing business needs and regulatory requirements. Enhancements include PeopleSoft upgrades, interfaces/integrations, reports/queries, new functionality requiring configuration and customizations for business users from departments and agencies including Auditor's Office, Purchasing, Office of Management and Budget, Office of the County Administrators, Engineering, Equal Employment Opportunity, Facilities & Property Maintenance

**(FPM), Flood Control, Human Resource & Risk Management, and Precincts.**

**SFY22 Accomplishments:**

- 1. B2GNow (EEO) integration with PeopleSoft**
- 2. BN216 Actuarial Report**
- 3. CARES Act Report (OMB)**
- 4. GL Reimbursement Report (GLO RATE)**
- 5. Create Org Charts via HCM (HRRM/Enterprise)**
- 6. Deloitte Audit of Financial Reports (Enterprise)**
- 7. Department Restructuring (Enterprise)**
- 8. Fiscal Year Change (AUD)**
- 9. FY22 Year End Roll**
- 10. Fiscal Year Close (CS/JV, FY'22)**
- 11. Short Fiscal Year SFY22 Close (HC/FC)**
- 12. Fleet Wave Enhancement (Fleet Services)**
- 13. jWeb(Sheriff) Integration with PeopleSoft**
- 14. eBuilder integration with PeopleSoft (Engineering)**
- 15. Unifier integration with PeopleSoft (Flood Control)**
- 16. Licenses and Certifications in HCM**
- 17. PeopleSoft FSCM Upgrade**
- 18. PeopleSoft HCM Upgrade**
- 19. Attachment Copy (Internal)**

**FY23 Planned Initiatives (illustrative list):**

- 1. Procurement Card**
- 2. Punch Out**
- 3. Fringe Rework (Payroll)**
- 4. Fluid Time Entry**
- 5. HCM Modules to Fluid**
- 6. PeopleSoft FSCM and HCM Upgrade**
- 7. AIR/Open Text to PeopleSoft**
- 8. Budget Application CGI (OMB)**
- 9. HR Digital Transformation (Enterprise)**
- 10. Retention Re-write (Auditor's Office)**

11. Tririga integration with PeopleSoft (FPM)
12. eBuilder integration to PeopleSoft - Rework
13. Contracts Details to B2Gnow
14. Data and Reporting Strategy
15. Streamline User Login Experience
16. P2P Enhancement
17. Outstanding Enhancement Requests and backlog (approximately 100+ requests)
18. KABANA Dashboard

**Justification:**

This project would improve efficiency by reducing manual data entry for departments, freeing up resources to focus on more value-added work. The project would also improve efficiency by making it easier to access data and secure historical data, so it is available for future audits.

For example, the Treasurer and Auditor's Office staff currently must manually enter cash receipts in PeopleSoft and reconcile cash entered in jWeb for CSCD and Sheriff's office. The PeopleSoft team plans to automate these processes by creating integrations between jWeb and PeopleSoft. Additionally, the PeopleSoft team is building interfaces to integrate PeopleSoft with department systems like Tririga, eBuilder, Unifier, B2GNow, etc. These interfaces replace manual and duplicate processes (otherwise required to keep systems in sync) and create a single source of repository for ease in data retrieval and reporting. The PeopleSoft team would also build several queries and reports to help department users retrieve reports quickly. PeopleSoft upgrade provides opportunities for innovation. For example, the older/classic Time Entry screen will not be supported by Oracle and therefore the new Fusion Time Entry must be implemented to harness the new functionality.

**Alternatives and Engagement:**

Alternative	Alternative Description	Why Alternative Not Selected
Delay	Do the automation project at a later date.	This option will delay the benefits being achieved for Harris County and cause the continuance of labor-intensive, manual work-arounds. Production support will stay high and impact US ability to cross-train
Do not pursue	Do not implement automation and reporting functions	Failure to enhance the automation and reporting capabilities of the new ERP would reduce the effectiveness of the new system.
Other	Solve the problem through another means.	No other feasible technology alternatives have been identified.

**Anticipated Project Expenditures and Timeline:**

Scope of Work	Estimated Cost	Estimated Completion
Labor (Contractors) to address ongoing Enhancement & Automation requests	\$5,376,000	09/30/2023
Labor (1 PCN)	\$161,000	09/30/2023

Contingency (10%)	\$553,700	
<b>Total planned expenditures</b>	<b>\$6,090,700</b>	
<b>Unencumbered existing project balance to carry into FY23</b>	<b>(600,000)</b>	
<b>Incremental authorization requested</b>	<b>\$5,490,700</b>	

Note: Estimated cost was based on number of resources, labor rate and contingency.

- For FY 23 (October, 2022 to September, 2023), estimate to have 16 resources with average rate of \$160/hr and 10% contingency.

#### Alignment with Goal(s):

- ☐ Justice and Safety
- ☐ Economic Opportunity
- ☐ Housing
- ☐ Public Health
- ☐ Transportation
- ☐ Flooding
- ☐ Environment
- ☒ Governance and Customer Service

#### Previous Court Action:

Date	Agenda Item #	Action Taken
9/15/2020	6.a	Request for approval of the capital improvement program for \$6,419,035
10/27/2020	3.d.2	Request for approval of commercial paper funding for \$6,420,000
3/22/2022	22-2024	Request for an additional incremental authorization of \$2,475,000 and commercial paper funding of \$770,000 for a total of \$7,190,000
6/14/2022	22-3514	Request for approval of commercial paper funding for \$1,705,000

Address: Multiple

Precinct(s): Countywide

Fiscal and Personnel Summary			
Service Name	Application Development & Support		
	SFY 22	FY 23	Next 3 FYs
<b>Incremental Expenditures (do NOT write values in thousands or millions)</b>			
Labor Expenditures	\$	\$	\$
Non-Labor Expenditures	\$	\$	\$
<b>Total Incremental Expenditures</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Funding Sources (do NOT write values in thousands or millions)</b>			
Existing Budget			
Choose an item.	\$	\$	\$

Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Current Budget	\$	\$	\$
Additional Budget Requested			
Commercial Paper	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Additional Budget Requested	\$	\$	\$
<b>Total Funding Sources</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Personnel</b> (Fill out section only if requesting new PCNs)			
Current Position Count for Service	-	-	-
Additional Positions Requested	-	-	-
<b>Total Personnel</b>	-	-	-

**Anticipated Court Date:** 9/13/2022

**Anticipated Implementation Date (if different from Court date):** 10/1/2022

**Department Approval by:** Ravi Ranjan, Director, 8/25/2022

**OMB CIP Team Approval by:** Amiel Chen, CIP Manager, 8/30/2022

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**Commercial Paper Request** *(For OMB use only):*

**Receiving Department:** N/A

**Project PeopleSoft ID:** ERPENHANCEDRPT

**CP Series Description:** N/A

**HB 1869 compliance confirmed by:** N/A

**OMB Financial Management contact:** N/A