

CITY COUNCIL
CITY OF CAMBRIDGE

August 4, 1997

INTRODUCED BY CITY MANAGER ROBERT W. HEALY

AN ORDER CONCERNING APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING JULY 1, 1997

ORDERED: That in addition to sums previously appropriated by the City Council for the fiscal period 1997-98 the following sum is hereby appropriated in the General Fund of the City of Cambridge:

FUNCTION	DEPARTMENT OR PROGRAM	SALARY \$ WAGES	OTHER ORDINARY MAINTENANCE	TRAVEL & TRAINING	EXTRAORDINARY EXPENDITURES	APPROPRIATIONS
General Government	Finance		\$40,000			\$40,000.00

BE IT FURTHER ORDERED: That the above acceptance and appropriation in the General Fund be financed by estimated revenues drawn from the following sources:

FINANCING PLAN	REVENUE
Property taxes	\$40,000.00

In City Council August 4, 1997.

Adopted by a yea and nay vote.

Yeas 9; Nays 0; Absent 0.

Attest:- D. Margaret Drury, City Clerk.

A true copy;

ATTEST:-



D. Margaret Drury, City Clerk

Consent Agenda
#31

To: Robert W. Healy, City Manager

From: Financial System Selection Committee

Subject: Appropriation of funds for a Financial System Consultant

Date: July 22, 1997

This letter is to request an appropriation of funds to hire a Consulting Group to conduct a needs analysis, assist in the creation of an RFP and participate in the selection process for a new Financial System for the City of Cambridge. The selection of the Financial System will in turn dictate the selection of a compatible Windows based development language for the creation and conversion of non-Financial System applications.

According to the 1986 RFP for a Financial System the ADMINIS system was selected with the expectation that it would both:

1. "Provide a cornerstone system for the long range (5-10) year computer requirements of the City."
2. "Meet the immediate Fiscal/administrative system short range (1-2 years) computer requirements of the City."

The ADMINIS system has surpassed the original timeline expectations as we are on our eleventh year with this system. The current system no longer provides the capabilities to meet the current City demands for analysis, management reporting, data compatibility with desktop applications, presentation, rapid application development and enhanced user interface.

The core of the Financial System Selection Committee* met to discuss the feasibility of moving ahead on this project and are in agreement that it is time to hire a consulting group to begin the process. We agreed that it is time to move ahead for following reasons:

A "new technology" Windows based Financial System will provide:

- Enhanced faster and "user friendly" graphical user interface. This interface promotes increased productivity. Actions are direct and do not require multi-layer menus as in the current system.
- Distributed analysis capabilities.
- Capabilities to create detailed graphs for presentation and analysis.
- Data is easily downloaded into desktop applications for manipulation and analysis.
- Capabilities for the end user to create add-hoc reports to meet management needs.
- Application development time is substantially faster than in non-graphical development.
- Faster data processing and production.

In Addition:

- Current City ADMINS applications have been re-tooled many times and documentation is minimal. Major changes will be impossible to implement.
- There is a minimal pool of ADMINS developers available creating staffing/support issues.
- Support for the current ADMINS development language from Access International will be reduced as they release a new pseudo-graphical language in the fall.
- The cost of maintaining ADMINS and the VAX is over \$137,000/yr. Our intent is to move to a client-server platform and significantly reduce yearly maintenance costs.

Based upon an estimated number of hours in the project (75 hours for the needs analysis; 40 hours for the development of an R.F.P. and 75 hours for the evaluation and selection process) we request an appropriation of \$40,000 which translates into a consulting rate of approximately \$200 per hour.

*Jim Maloney, Jim Conry, Lisa Brown, Gail Cohen, Lou DePasquale, David Kale, Jim Lindstrom, Jim Monagle.

To: Robert W. Healy, City Manager

#31

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Date: July 22, 1997

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Based upon an estimated number of hours in the project (75 hours for the needs analysis; 40 hours for the development of an R.F.P. and 75 hours for the evaluation and selection process) we request an appropriation of \$40,000 which translates into a consulting rate of approximately \$200 per hour.

*Jim Maloney, Jim Conry, Lisa Brown, Gail Cohen, Lou DePasquale, David Kale, Jim Lindstrom, Jim Monagle.



EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

RICHARD C. ROSSI
Deputy City Manager

CITY OF CAMBRIDGE
CAMBRIDGE, MASSACHUSETTS 02139

TEL. 349 4300
FAX. 349 4307

August 4, 1997

To The Honorable , The City Council,

Attached, please find an appropriation request for \$40,000 to the Finance Department Other Ordinary Maintenance Account. The appropriation request is from the Financial System Selection Committee which is headed by the City's Finance Director. The appropriation will be funded from property taxes. As the letter points out, the funds will be used to hire a consultant to conduct financial system analysis, assist in the creation of an RFP and assist in the selection of a new financial system for the City. While the City's current financial system has served the City well, it was purchased over 10 years ago and was expected to provide a cornerstone for 5 to 10 years. It is important that we begin the process of identifying and selecting a new financial system now before the current system has outlived its technological usefulness. Passage of this request is strongly recommended.

Very truly yours,

A handwritten signature in black ink, appearing to read "Robert W. Healy", is written over a horizontal line.

Robert W. Healy
City Manager

Consent Agenda #31

F-134

Relative to an order requesting the appropriation of \$40,000 to provide funds to hire a consultant to conduct financial system analysis, assist in the creation of an RFP and assist in the selection of a new financial system for the City.

In City Council August 3, 1997

ORDER ADOPTED

9-0-0