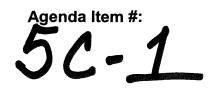
PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM SUMMARY



Meeting Date:	April 18, 2023	[] Consent [] Public Hearing	[X] Regular [] Workshop
Department: Submitted by: Submitted for:	Information Systems S Information Systems S Information Systems S	Services	

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

- **A.** A Budget Transfer of \$850,000 in the General Fund from Contingency Reserves to the Information Technology Capital Improvements Fund
- **B.** A Budget Amendment of \$850,000 in the Information Technology Capital Improvements Fund to recognize the transfer and appropriate it to the CGI Upgrade Project.

Summary: Staff is requesting approval of a Budget Transfer and Budget Amendment to allocate funding for an upgrade to all CGI Software (Advantage Financial, Performance Budgeting, and Vendor Self Service). The amendment to the existing master agreement is being processed by the Purchasing Department. The full cost of the upgrade for all three software packages is \$1,254,150. In addition to the funds from contingency reserves two legacy CGI projects will be consolidated into the new CGI Upgrade project. Countywide (DB)

Background and Policy Issues: Palm Beach County has been using the CGI Suite of software for over two decades. This upgrade will be the most significant for the Financial Software since 2004. As a result of a change in upgrade methodology both Performance Budgeting and Vendor Self Services must be upgraded at the same time.

The upgrade is based upon CGI's and the County's common understanding of the system implementation requirements, data conversion strategies, system interfaces, reporting/inquiry, training, documentation, and security and workflow. The entire upgrade process is expected to last 15 months from May 2023 to July 2024.

Additional funding for this procurement will be transferred from the ISS Capital Budget which consolidate two existing CGI legacy projects.

Attachments:

- 1. Budget Transfer
- 2. Budget Amendment

Recommended by:	Lath -	3/23/23
· · · · · · · · · · · · · · · · · · ·	Chief Information Officer	Date
Approved by:	JCBckcr County Administrator	$\frac{3/36/23}{\text{Date}}$

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Revenue Budget Number:

Fiscal Years Capital Expenditures Operating Costs	2023 \$0 \$850,000	2024 0 \$0	2025 0 \$0	2026 0 \$0	2027 0 \$10
External Revenues Program Inc (County) In-Kind Match (County)	<u>\$0</u> <u>0</u> <u>0</u>	\$ <u>0</u> 0 0	<u>\$0</u> 0 0	\$ <u>0</u> 0 0	<u>\$0</u> 0 0
NET FISCAL IMPACT	<u>\$850,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
# Additional FTE Positions (Cumulative)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Is Item Included in Current Budg	get?	Yes	No X		

Does this item include the use	0	s? Yes	No X	
Expenditure Budget Number:	Fund 0001	Dept 820	Unit 9900	Object 9901

B. Recommended Sources of Funds / Summary of Fiscal Impact

Fund

The impact of this item is \$850,000 being allocated from Contingency reserves. The full cost of the upgrade, in the contract amendment being brought forward by Purchasing, is 1,254,150.

Dept

Unit

RevSrc

C. Department Fiscal Review:	agles

III. <u>REVIEW C</u>	MMENTS
A. OFMB Fiscal and/or Contract Development Lan Nutr 312412633 OFMB MAF 3/24	& Control Comments: Contract Development and Control 2/20/23
B. Legal Sufficiency:	
Assistant County Attorney	

C: Other Department Review:

Department Director

BOARD OF COUNTY COMMISSIONERS BGEX 032323*1120

PALM BEACH COUNTY, FLORIDA BUDGET TRANSFER

Fund 0001 - General Fund

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED 3/23/2023	REMAINING BALANCE
REVENUES/EXPENT	DITURES Contingency Reserves	20,000,000	21,251,600	0	850,000	20,401,600		20,401,600
0001-820-9300-9301	Tr to Info Technology Cap Impr Fd 3901	13,989,000	13,989,000	850,000	0	14,839,000	13,989,000	850,000
Total Receipts and Ba	alances	1,897,887,942	1,958,246,945	850,000	850,000	1,958,246,945		
Office of Fina	ncial Management & Budget	, ,	Signatures & 7	Dates		By Boa	rd of County Comm At Meeting of	
	ING DEPARTMENT/DIVISION	- Our Kul	3/23/23		-		Tit Macting U	LILAGIMO
Administrat	tion/Budget Department Approval	Sunna	Jay 3/24/20	y 3			Deputy Clerk to th	e
OF	MB Department - Posted	_				Board of County Commissioners		

BGEX - 032323*1121 BGRV - 032323*479

BOARD OF COUNTY COMMISSIONERS PALM BEACH COUNTY, FLORIDA BUDGET AMENDMENT

Fund 3901 - Information Technology Capital Improvement Fund

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED As of 3/23/23	REMAINING BALANCE
REVENUES								
3901-800-9100-8000	Tr Fr General Fund Fd 0001	13,989,000	13,989,000	850,000	0	14,839,000		
Total Receipts and Ba	lances	24,365,834	30,397,785	850,000	0	31,247,785		
EXPENDITURES								
3901-491-I239-5121	Data Processing Software / Accessories	88,564	88,564	0	88,564	0		0
3901-491-I239-6405	Data Processing Equipment	110,680	110,680	0	110,680	0		0
3901-491-I344-5121	Data Processing Software / Accessories	205,001	205,001	0	205,001	0		0
3901-491-I440-5121	Data Processing Software / Accessories	0	0	1,254,245	0	1,254,245		1,254,245
Total Appropriations & Expenditures		24,365,834	30,397,785	1,254,245	404,245	31,247,785		
			G:t					

Office of Financial Management & Budget

INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

Signatures & Dates
By Board of County Commissioners
At Meeting of 4/18/2023

Deputy Clerk to the

Board of County Commissioners