

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of February 26, 2012

ITEM TITLE:

ERP Analysts PeopleSoft Portal Implementation Contract.

SPECIFIC BOARD ACTION REQUESTED:

Consider approval of contract with ERP Analysts to implement and configure PeopleSoft Portal version 9.1.

ITEM SUMMARY:

The District's Board approved Information Technology Strategy identifies the upgrade of PeopleSoft from version 8.9 to 9.1. This project began last fall and is currently anticipated to be completed in June 2013. The project budget was approved for \$1,446,500 and actual expenditures to date are \$412,142.52. The scope of the upgrade project includes upgrading the existing Campus Solutions (Student Administration), Human Resource Management System, and Portal modules. The PeopleSoft Portal modules are the entry point in which students and staff access the PeopleSoft system. The purpose and scope of this contract is to implement the latest version of the Portal for PeopleSoft 9.1. The Portal upgrade will improve ease of use, improve reliability, add additional functionality and features, configure a Portal test environment, and provide knowledge transfer and train existing employees. All deliverables included within the scope of this contract (enumerated below) will be performed onsite. The total not-to-exceed cost of this contract is \$64,000 and includes time and expenses, part of the original project allocation (see IT Strategy 2012, Project #2.9, page 37).

ERP Analysts is an IT Professional Services firm specializing in PeopleSoft Implementation/Upgrade/Support consulting services. Since 1999, ERP has successfully assisted mid-size and large organizations with software implementation, IT staffing, business process management, and document and workflow management. Certified as an Oracle Platinum Partner, Minority Owned Company, and Disadvantaged Business Enterprise, ERP has successfully provided similar services to South East Louisiana University, New Jersey City University, Bellevue University, and the University of Texas at Arlington. Mr. Srikanth Gaddam is the President of ERP Analysts.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

Measure E budget as approved within the District's Information Technology Strategy.

BACKGROUND/ANALYSIS:

Since first adopting PeopleSoft ver. 8.9 in 2005, Peralta has not upgraded HR & Campus Solutions to a more current version. Our current version 8.9 was scheduled to lose support from PeopleSoft by the end of 2012 but because we began the ongoing Upgrade project in the fall of 2012 PeopleSoft has agreed to extend the support services until the project is completed. Version 9.1 offers better integration particularly with the new Campus Solutions suite containing the Schedule of Classes among other things.

DELIVERABLES AND SCOPE OF WORK:

ERP Analysts will provide the deliverables as outlined below within 10 weeks of commencement of services and compensated not-to-exceed \$64,000.

- ERP Analysts will provide Peralta with a PeopleSoft Functional/Technical Portal SME for the duration of the project.
- ERP Analysts will be responsible for coming up with an approach to eliminate Peralta's current Internal portal in 8.9 and the External portal in 9.0
- ERP Analysts will be responsible for re-implementing a single portal in 9.1 for all internal and external students/employees with access to same features & functionalities as in Portal 9.0.
- ERP Analysts will demonstrate the new features and functionalities in Portal 9.1 to Peralta team so that Peralta will have an opportunity to conduct fit gap analysis and to decide on any new features and functionalities that needs to be implemented.
- ERP Analysts will assist Peralta team with the configuration of Load Balancer.
- ERP Analysts and Peralta team will be responsible for completing System and User Acceptance testing.
- ERP Analysts will document all work performed and will perform knowledge transfer and training to Peralta Portal Team.
- Peralta Team will be responsible for managing the Portal implementation project and ERP Analysts will report directly to Peralta Project manager.
- ERP Analysts will assist in the development of any required test plan, test scenarios and test cases to validate the portal implementation.
- ERP Analysts will assist in the training of key users on Portal usage using the Train the Trainer model.
- ERP Analysts will perform the setup of required Integration broker settings; will retrofit exiting customizations related to user authentications and LDAP settings.
- ERP Analysts will also have the ability to assist with the PeopleSoft security setup and configuration (User Profiles, Roles, Permission lists etc.,)

ANTICIPATED COMPLETION DATE:

June 30, 2013

ALTERNATIVES/OPTIONS:

The work included in the deliverables above is required in order to complete the PeopleSoft Upgrade project. The knowledge, skills, and abilities required to perform this work does not currently reside within the department, requiring the assistance of specialized contracted services. Ideally these services would have been included in the initial contract with Oracle at the onset of this project but due to the lack of system knowledge at the time these needs were not identified. Three vendors were evaluated and resumes of service providers reviewed and based upon this evaluation ERP Analysts had more experience and committed to complete this phase of the Upgrade Project within the mandated timeframe.

EVALUATION AND RECOMMENDED ACTION:

Approval of contract with ERP Analysts to implement and configure PeopleSoft Portal version 9.1.

OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):

YES _____ NO _____

COMMENTS:

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? (VICE CHANCELLOR)

(*****Board contract approval is subject to negotiation and execution by the Chancellor.)

DOCUMENT PREPARED BY:

Prepared by: Ron Gerhard
Ron Gerhard, Chief Financial Officer

Date: 2/14/13

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Ron Gerhard
Ron Gerhard, Chief Financial Officer

Date: 2/14/13

FINANCE DEPARTMENT REVIEW

Finance review required Finance review *not* required

If Finance review is required, determination is: Approved Not Approved

If not approved, please give reason: _____

Signature: Ron Gerhard
Ron Gerhard, Chief Financial Officer

Date: 2/14/13

GENERAL COUNSEL (Legality and Format/adherence to Education Codes):

Legal review required Legal review *not* required

If Legal review is required, determination is: Approved Not Approved

Signature: Thuy Thi Nguyen
General Counsel

Date: 2-22-13

CHANCELLOR'S OFFICE APPROVAL

Approved, and Place on Agenda Not Approved, but Place on Agenda

Signature: José M. Ortiz
Dr. José M. Ortiz, Chancellor

Date: 2-19-13