ERP
ENTERPRISE RESOURCE PLANNING SYSTEM
WHAT IS AN ENTERPRISE RESOURCE PLANNING SYSTEM?

- Enterprise resource planning (ERP) refers to a type of software that organizations use to manage day-to-day business activities such as accounting, procurement, human resources, risk management and asset management.
IMPLEMENTATION TIMELINE

2021

PHASE I - PLANNING
- Define Procurement Process
- Issue RFI & RFP
- Determine Funding Mechanism
- Select Vendor
- Contract Negotiation
- Data Cleansing

2022

PHASE II - PRE IMPLEMENTATION
- Customization
- Training
- Data Conversion

PHASE III - IMPLEMENTATION
- Financial Management
- Budget

2023

PHASE IV - IMPLEMENTATION
- Human Resources
- Payroll
- Taxes

2024

PHASE V - IMPLEMENTATION
- Utility Billing
- Remaining Modules
UPDATE - APRIL 6TH

• Staff has met to define the procurement process
  • RFI issued on March 29th

• Next steps
  • Deadlines for responses April 26

• Staff has met to discuss funding opportunities
  • Provide council with update on results of RFI, including potential costs
  • Council direction on funding mechanism
### POTENTIAL FUNDING SOURCE(S)

<table>
<thead>
<tr>
<th>Funding Mechanisms</th>
<th>Pros</th>
<th>Cons</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Debt issuance</td>
<td>• Pay overtime</td>
<td>• Reduces borrowing capacity</td>
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<td></td>
<td>• Does not impact fund balance</td>
<td>• Economic uncertainty (COVID-19)</td>
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<td>• Interest payments</td>
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<tr>
<td>2) Operating budget</td>
<td>• Pay as you Go</td>
<td>• Revenue Uncertainty</td>
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<tr>
<td></td>
<td>• No Debt or Interest</td>
<td>• Reduction will be required in other areas</td>
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<tr>
<td>3) Fund Balance</td>
<td>• Funds currently exist</td>
<td>• Negative appearance to credit agencies</td>
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</tbody>
</table>
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City of Petersburg
Virginia