

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2005-68

JDE EnterpriseOne Consulting Services – Real Estate Implementation

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	7/7/05	Discussion/Possible Action	Hugh Simpson, Chief Financial Officer Jason Weiss, IT Business Systems Manager, Finance and IT	(206) 398-5082 (206) 398-5293

Contract/Agreement Type:	✓	Requested Action:	✓
Competitive Procurement	✓	Execute New Contract/Agreement	✓
Sole Source		Amend Existing Contract/Agreement	
Interlocal Agreement		Contingency Funds (Budget) Required	
Purchase/Sale Agreement		Budget Amendment Required	

✓ *Applicable to proposed transaction.*

PROPOSED ACTION

Authorizes the Chief Executive Officer to execute a contract with Profit Concepts International to provide consulting services to move Sound Transit’s Real Estate Division from the outdated STARTS and ProLease computer systems to J.D. Edwards EnterpriseOne, for a total contract amount not to exceed \$250,000.

KEY FEATURES of PROPOSED ACTION

- Replaces the outdated, custom STARTS and ProLease computer systems that currently track Real Estate data. These systems currently do not meet the base level business requirements of the Real Estate Division.
- EnterpriseOne is agency’s Enterprise Resource Planning (ERP) system and is fully supported and maintained. This includes internal expertise and staff to maintain and administer EnterpriseOne. The existing STARTS system is unsupported.
- Allows Real Estate to meet compliance regulations not practical in the existing systems.
- Allows a single standard format for contract, budget, expenditure and transaction related data vs. working in four separate systems.
- Provides the basic functionality that Real Estate staff requires, but does not currently have, in reporting, tracking and monitoring Sound Transit properties.
- Provides basic functionality that Real Estate requires related to supporting Sound Transit’s move toward transit operations, leases, ongoing tax requirements and long term property payments.

- Allows Real Estate program level decision making through the ability to monitor multiple projects, segments and subareas based on a single source of data.
 - Provides a stable data environment that complies with audit requirements, Sarbanes Oxley, TSC policies and the IT Strategic Plan.
 - Provides other Sound Transit departments and divisions to access Real Estate data in a secure environment.
 - Provides for budget forecasting which is not possible with current environment.

BUDGET IMPACT SUMMARY

There is no action outside of the Board-adopted budget; there are no contingency funds required, no subarea impacts, or funding required from other parties other than what is already assumed in the financial plan.

BUDGET DISCUSSION

The amounts requested in this motion are within the Adopted 2005 budget. The total \$250,000 is included in administrative capital.

REVENUE, SUBAREA, AND FINANCIAL PLAN IMPACTS

This procurement is affordable with in the current financial plan and has no adverse impact.

BUDGET TABLE

Summary for Board Action (Year of Expenditure 2005)				
Action Item: Data migration and implementation of the Real Estate software into JDE				
	(A) Current Approved Contract Value	(B) Spent to Date	(C) Proposed Action	(D) Proposed Total Contract Value
Contract Budget				
1	Data Migration and Implementation	0	-	250,000
2	Contingency	0	-	-
3	Total	0	-	250,000
4	Percent Contingency	0%	-	0%
Contract to be Charged to:				
	2005 Admin Capital Budget	Future Staff Budgets	Direct Charges to Projects	Total
5	Data Migration and Implementation	250,000	-	250,000
Finance Department, Account Budget				
	2005 Board Adopted Budget	Spent to Date in 2005	This Action for 2005	2005 Surplus (Shortfall)
6	Administrative Capital / Software	825,000	25,124	250,000
7	Total Account	825,000	25,124	250,000

M/W/DBE – SMALL BUSINESS PARTICIPATION

Profit Concepts International is the prime consultant, is a Small Business, and will be performing 100% of the work for this contract

EEO Commitment

Profit Concepts International's workforce demographics are 68.2% male and 31.8% female. 54.5% are Caucasian and 46.5% are people of color.

PROJECT DESCRIPTION and BACKGROUND for PROPOSED ACTION

The STARTS and ProLease systems currently used by the Real Estate Division are outdated and do not meet business requirements. The current systems require extreme efforts to comply with standard and ad-hoc reporting and comply with audit requests or searches. They are difficult and costly to maintain and administer, without meeting the basic needs and requirements of Real Estate staff and its consultants.

The Real Estate and IT departments researched options to replace these outdated systems and decided the agency ERP system, EnterpriseOne (E1), has the functionality. Moving the Real Estate functionality into E1 will allow the Real Estate division (Property Management, Transit Oriented Development and Real Property) to use one system instead of four for reporting, change orders, budget tracking, contract management, lease management, acquisition and transaction monitoring. This functionality is being procured for use by the Real Estate group but would directly benefit other departments and divisions through improved efficiencies and the ability for existing staff to respond to requests.

The Technology Steering Committee (TSC) and the Technology Advisory Committee (TAC) have reviewed and recommended the implementation of Real Estate functionality in EnterpriseOne. A request for proposal was released in May of 2005 and Profit Concepts was selected to provide the consulting services for the implementation.

CONSEQUENCES OF DELAY

The current system does not meet the needs of the Real Estate team. Ongoing property management, transaction management, budgeting, and tax and funding coordination are fundamental agency Real Estate needs. Ongoing requirements for land purchase and management for Regional Express, Sounder and Transportation Services related projects support the recommendation for change.

PUBLIC INVOLVEMENT

Not applicable to this action.

LEGAL REVIEW

JW 6/20/05

SOUND TRANSIT

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A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the Chief Executive Officer to execute a contract with Profit Concepts International to provide consulting services to move Sound Transit's Real Estate Division from the outdated STARTS and ProLease computer systems to J.D. Edwards EnterpriseOne, for a total contract amount not to exceed \$250,000.

Background:

The STARTS and ProLease system currently used by the Real Estate Division are outdated and do not meet business requirements. The current systems require extreme efforts to comply with standard and ad-hoc reporting, comply with audit requests or searches, are difficult and costly to maintain and administer without meeting the basic needs and requirements of Real Estate staff and its consultants.

The Real Estate and IT departments researched options to replace these outdated systems and decided the agency ERP system, EnterpriseOne (E1), has the functionality. Moving the Real Estate functionality into E1 will allow the Real Estate division (Property Management, Transit Oriented Development and Real Property) to use one system instead of four for reporting, change orders, budget tracking, contract management, lease management, acquisition and transaction monitoring. E1 is the agency supported tool while the current systems in Real Estate are not. This functionality is being procured for use by the Real Estate group but would directly benefit other departments and divisions through improved efficiencies and the ability for existing staff to respond to requests.

The Technology Steering Committee (TSC) and the Technology Advisory Committee (TAC) have reviewed and recommended the implementation of Real Estate functionality in EnterpriseOne.

Motion:


It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority that the Chief Executive Officer is authorized to execute a contract with Profit Concepts International to provide consulting services to move Sound Transit's Real Estate Division from the outdated STARTS and ProLease computer systems to J.D. Edwards EnterpriseOne, for a total contract amount not to exceed \$250,000.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on July 7, 2005.



Kevin R. Phelps
Finance Committee Chair

ATTEST:



Marcia Walker
Board Administrator