

**MEMORANDUM**  
**COUNTY OF PLACER**

**DEPARTMENT OF ADMINISTRATIVE SERVICES**

TO: Honorable Board of Supervisors

FROM: Jerry Gamez, Director of Administrative Services  
Lori Walsh, Personnel Director

DATE: January 20, 2015

SUBJECT: Approve the Award of Request for Proposal No. 10395 to upgrade the County's PeopleSoft Payroll & Personnel Management System and Implement ePerformance Module.

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**ACTION REQUESTED**

1. Approve the award of Request for Proposal No. 10395 to NTT Data, Inc., of Boston, MA for the PeopleSoft Payroll & Personnel Management System upgrade and related professional services for the implementation of a new ePerformance module, in the amount of \$766,752, with no new net County costs, funded by the FY 2014-2015 Countywide Systems Fund;
2. Approve a Purchase Order to DLT Solutions of Herndon, VA for the acquisition of Oracle's PeopleSoft ePerformance Licensing in the amount of \$150,379, with no new net County costs, funded by the FY 2014-2015 Countywide Systems Fund;
3. Authorize the Purchasing Manager to execute the resulting purchasing documents upon County Counsel and Risk Management review.

**BACKGROUND**

In June 2004, the County of Placer implemented Oracle's PeopleSoft Payroll & Personnel Management System (ACORN), an Enterprise Resource Planning System class of software that is comprised of many different functions and capabilities including, but not limited to: Human Resources, Time & Labor, Payroll, Benefits, Benefits Administration, Employee Performance Management, Succession Planning, Recruiting, and Labor Management.

The ACORN system serves as the system of record for all transactions for human resources, benefits, time and labor, payroll-related, and training activity for the County. As such, it is a valuable asset that supports and benefits all County departments and eleven special districts by providing both timely and accurate labor cost and demographic data for use in fiscal planning and labor negotiations. It also provides employees with accurate payroll and self-service access to timesheets including historical payroll information, benefits, and enrollment information.

The Administrative Services Department's Information Technology Division (Department) is responsible for all hardware, software and application maintenance and support of the ACORN System. In accordance with Information Technology Best Practices, the County's ACORN System requires continuous hardware and software updates to ensure the County's information technology investments remain technologically compliant with vendor support agreements. To meet this requirement, an upgrade to Version 9.2 is being requested in the amount of \$441,360. This upgrade will also provide a platform for implementing new features and functionalities including tax updates, interface enhancements, and improved management tools.

One such tool is Oracle's ePerformance Module, a self-service evaluation management application for managers and employees. The ePerformance module is significant in terms of employee engagement as it provides a highly pro-active, consistent, and automated approach to employee evaluations, subsequently eliminating two disparate employee evaluation systems currently utilized by Placer County. Most importantly,

ePerformance has the ability to align and tightly couple Departmental and individual employee goals and objectives with the County Executive Office's and Board of Supervisors' countywide priorities. The cost to implement the ePerformance module is \$325,392.

To upgrade the County's PeopleSoft Payroll & Personnel Management System from the current 9.1 to 9.2 version and implement Oracle's ePerformance module, the Department enlisted the assistance of the Procurement Services Division to develop a Request for Proposal (RFP). One hundred and five firms were notified of the RFP, fifty-eight firms accessed the RFP documents, and formal responses were received from ten firms.

An evaluation panel comprised of representatives from the Administrative Services Department, Auditor-Controller's Office, County Executive Office, Health and Human Services, Facility Services, Personnel, and the Sheriff's Office reviewed the responses in accordance with the evaluation criteria contained in the RFP.

Based on the evaluation of the proposals received, the panel determined that four firms best met the County's requirements and were recommended for interviews. These firms included:

- CherryRoad of Morris Plains, NJ
- ERP Analyst of Dublin, OH
- GNC Consulting of Frankfort, IL
- NTT Data Inc. of Boston, MA

Following an extensive interview process, the most qualified firm identified was NTT Data Inc. Staff has negotiated a mutually agreeable contract that supports our objectives for meeting the RFP requirements.

In order to implement the Oracle ePerformance Module, software licensing is required. The Department requested pricing from DLT Solutions, an Oracle Value Added Reseller. DLT Solutions provided a quote based on existing GSA contract pricing. In accordance with Purchasing Policy Manual 1.3(e)(3), a purchase made against another public agency's competitively awarded contract is exempt from the normal competitive bidding process. DLT Solutions' GSA Contract pricing meets this criterion.

Therefore your Board's approval is required to proceed with these actions in the total amount of \$917,131 and to authorize the Purchasing Manager to sign the resulting purchasing documents upon County Counsel and Risk Management review.

#### **FISCAL IMPACT**

Funding for the requested PeopleSoft Payroll & Personnel Management System upgrade and implementation of a new ePerformance module including licensing, in the total amount of \$917,131 is budgeted within the FY 2014-2015 Countywide Systems Fund (06240).

cc: Kathy Buchanan, Deputy Director of Information Technology  
Allison McCrossen, Senior Management Analyst  
Bryan Hacker, Senior Management Analyst  
Brett Wood, Purchasing Manager  
Michael Spak, Information Technology Manager