



# Request for City Council Committee Action from the Department of Information Technology

**Date:** May 11, 2015  
**To:** The Honorable John Quincy, Chair, Ways and Means Committee  
**Subject:** Halogen Software Inc., C-32017

**Recommendation:** Authorize proper City officials to increase contract C-32017 with Halogen Software Inc. for the Enterprise Performance Management System for an amount of \$125,921.25, for a new total not to exceed \$551,842.50 over the life of the contract.

**Previous Directives:** August 15, 2014 – Committee, having under consideration an existing Halogen Software Inc. contract (C-32017), now recommends increasing said contract amount by \$125,921.25 for a new not-to-exceed total of \$425,921.25 for the Enterprise Performance Management System.

July 22, 2011 - Committee recommends that the proper City officers be authorized to execute a three (3) year contract with Halogen Software, Inc. for system software, for an amount not to exceed \$300,000; contract to include options for two one-year extensions.

**Department Information:**

Prepared by: Barb Malinski, Contract Administrator, IT  
Submitted by: Otto Doll, CIO  
Approved by: Jay Stroebel, Interim City Coordinator  
Presenter(s) in Committee: Otto Doll, CIO

Reviews	Approval	Date	Not Applicable
Permanent Review Committee (PRC):	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Civil Rights Approval:	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Policy Review Group (PRG):	<input type="checkbox"/>		<input checked="" type="checkbox"/>

**Financial Impact**

Yes. The second and remaining one-year option (\$125,921.25) will be covered by the Human Resources Department's operating budget.

**Supporting Information**

The City established a contract, C-32017, for an enterprise wide performance management system (Perform Minneapolis) that has been a part of the Human Resources (HR) Business Plan. Perform Minneapolis was created based on feedback from employees through the Employee Survey and from departments through the Management Services Survey, along with directives from the performance management philosophy approved by elected officials. The use of enterprise systems to track, monitor and manage organizational and employee performance is a growing trend exemplified by the many organizations deciding to purchase these types of systems.

After conducting significant internal and external research into customer needs and performance management systems, the HR Department issued a Request for Proposals (RFP) in September of 2010. The evaluation team selected Halogen as the preferred vendor.

Halogen is the most effective choice to continue the Perform Minneapolis program due to Halogen's responsiveness, support of City leadership model, and quality of service. The increase in the contract is due to the City exercising its right to extend the contract. Information Technology requests approval to:

Information Technology requests proper City officials to authorize an increase of contract C-32017 with Halogen Software Inc. for the Enterprise Performance Management System for an amount of \$125,921.25, for a new total not to exceed \$551,842.50 for an additional year through July 30, 2016.