

Request for Committee Action

To: Ways & Means
Date: 3/28/2016
From: Information Technology
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Presented by: Otto Doll, Chief Information Officer
File type: Action
Subcategory: Contracts & Agreements

Subject:

Contract amendment with Halogen for the Performance Management System (Perform Minneapolis) software

Description:

Authorizing an increase to Contract No. C-32017 with Halogen of \$ 700,000 for the support and maintenance of the City's Performance Management System software for a not-to-exceed amount of \$1,251,843, and extending the contract for an additional five-year term through July 30, 2021.

Previous Actions:

May 15, 2015 - Committee recommends that the proper City officers be authorized to execute an amendment to Contract C-32017 with Halogen Software Inc. by increasing the amount by \$125,921.25, for a new contract total amount not to exceed \$551,921.25 over the life of the contract, to provide system software to track, monitor and manage organizational and employee performance as part of the Enterprise Performance Management System.

Ward/Neighborhood/Address:

Not Applicable

Background/Analysis:

The City established a Contract for Professional Services, C-32017, for an enterprise wide performance management system (Perform Minneapolis) that has been a part of the Human Resources (HR) Business Plan since 2011. This system tracks, monitors and manages organizational and employee performance and growing trends. The current contract has a value of \$ 551,842.50 and expires July 30, 2016.

The City of Minneapolis is still implementing the software enterprise-wide.

- The City took a very deliberate and intentional implementation with partner departments to ensure the City was meeting the department's needs for education and change management.
- HR has full support of the steering committee to continue the implementation.
- The City has invested significant dollars with Halogen and they have been responsive and a valued partner.
- The software is flexible enough to handle the varied requirements of individual departments with large variations in business lines.
- Some of the largest City departments are going live in 2016 and it takes a full year for a department to go through the entire one-year annual performance cycle. Staying with the current vendor will avoid switching to a new software application when the department hasn't had a chance to become accustomed to the software.

- Customer departments have voiced concern over switching software applications often as it is challenging to manage operations.

Financial Review:

No additional appropriation required, amount included in current budget.