

MEMORANDUM

TO: Governing Board Members
FROM: Paul E. Dumars, Sr., Chief Financial Officer, Executive Office
DATE: May 10, 2007
SUBJECT: SAP Payroll/Time Functional Consultant PO #4500007059

Background

The South Florida Water Management District (the District) is in the process of implementing a new Enterprise Resource Management (ERM) system, which is centered on the installation of SAP R/3 Software. The SAP Payroll/Time Functional Consultant will provide technical support services consisting of SAP Payroll and Time/Travel production support. The objective of this agreement is to have a SAP Payroll/Time Functional Consultant that can collaborate with District staff and with other contractors to maintain, configure, and support payroll and time and attendance SAP processes.

How this helps meet the District's 10-Year Strategic Plan:

The SAP Payroll and Time and Attendance processes are a critical component of the Mission Support program and the District does not have qualified staff resources that can perform this role.

Funding Source:

The cost for this amendment is not to exceed \$453,900, of which \$131,500 of ad valorem funds are budgeted in FY07 and the remainder is subject to Governing Board approval of the FY08 budget.

This Board item impacts what areas of the District, both resource areas and geography:

The SAP Payroll and Time and Attendance functions will affect business processes across the District, including processes in Procurement, Finance, Operations and Maintenance, Project Management, Information Technology, and Human Resources.

What concerns could this Board item raise?

The Governing Board may wonder why we still need outside contractors to help with this work. Until we have in-house resources to support essential functions in SAP, such as payroll, time and attendance, we will need to rely on the support from outside consultants.

Why should the Governing Board approve this item?

The Governing Board should approve this item because the District requires these services to maintain the SAP payroll system. The contractor will also develop and work with technical staff to ensure that the designs are developed with proper methodologies and techniques, in addition to performing troubleshooting of technical issues.

PED/bc

Attachment: Resolution