



Legislation Text

File #: 25-734
Version: 1

Agenda Date: 7/9/2025
Item #: 16a.

Resolution approving a Professional Services Agreement with Plante Moran, PLLC for Project and Change Management services for the City’s Enterprise Resources Planning (ERP) project in the amount not to exceed \$298,620, plus a 10% contingency of \$29,862, and authorize the City Manager to execute the agreement.

WHEREAS, the City is entering the implementation phase of its ERP project; and

WHEREAS, the City engaged Plante Moran in January 2024 to assist in developing a Request for Proposal (RFP), and whose knowledge of City operations, goals, and challenges has played a key role in getting the City to this point; and

WHEREAS, City must dedicate considerable internal resources to ensure the project remains on schedule and within budget; and

WHEREAS, Plante Moran will continue with the same team for continuity and reducing financial impact risk by providing these services; and

WHEREAS, the cost for project and change management services is \$298,620 and will be funded by the \$6 million reserved for the ERP project and will have no direct impact to the General Fund; and

WHEREAS, City staff recommend that the City Council approve a Professional Services agreement with Plante Moran PLLC, for Project and Change Management services for the City Enterprise Resources Management (ERP) project in an amount not to exceed \$298,620, plus a 10% contingency in the amount of \$29,862 and authorize the City Manager to execute the agreement.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of South San Francisco hereby take the following actions:

1. Approves a Professional Services Agreement with Plante Moran for Project and Change Management services for the City’s Enterprise Resources Management (ERP) project in the amount not to exceed \$298,620, a copy of which is attached hereto and incorporated herein as Exhibit A, and authorizes a contingency funding of 10% in the amount of \$29,862.
2. Authorizes the City Manager to execute the Professional Services Agreement with Plante Moran PLLC., in substantially the same form as Exhibit A, subject to approval as to form by the City Attorney, and to take any other action for the purpose of carrying out the intent of this resolution that do not materially increase the City’s obligations.

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