



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

ALL

Item Creation Date: 4/14/2016

HITS-SAP Reporting Requirements and Temporary Employee Services Systems Interface

Agenda Item#:

Background:

SPECIFIC EXPLANATION:

The Interim Chief Information Officer recommends that City Council approve an ordinance to appropriate \$100,000.00 from the FY2016 Equipment Acquisition Consolidated Fund (1800) for the implementation of changes in SAP to comply with federal reporting requirements impacting race/ethnicity and Veteran status data collection and for the implementation of the Temporary Employee Services Systems Interface with SAP.

The estimated purchases with approximate allocation are as follows:

Race/Ethnicity and Veteran Tracking

The Equal Employment Opportunity Commission (EEOC) and the Department of Justice, for grants administered by the City, require the City of Houston to report in the categories of race/ethnicity and gender. Also, Vietnam Era Veterans' Readjustment Assistance Act, as amended (VEVRAA) at 41 CFR Part 60-300, requires the City of Houston to collect and maintain veteran data in a new format. This appropriation will be used to purchase professional services to ensure that the City of Houston Human Resources Department is able to collect and produce reports for veteran status, race and ethnicity in compliance with US governmental regulations. \$ 40,000.00

Professional Consulting Services will include:

- * Detailed Functional requirement definition
- * Solution Design
- * Testing
- * Implementation
- * Legacy Data Migration
- * Documentation

Temporary Employee Services System Interface

The City's Human resource Department has acquired a new software product to replace the existing application used to manage temporary employee services and the service providers. The previous application had a number of deficiencies that could not be easily addressed. HR went through the procurement process to obtain approval for the new Temporary Employee Services System. This request is to provide the development resources required to link the new temporary Employee Services System to the City's time management system (Kronos) and financial system (SAP). These services were included in the product acquisition cost. The new system will streamline the process with an updates system. will reduce manual processes and improve cycle time. it will also enable better planning for cycling staff needs and supplier cycles, it will streamline the procurement for temporary services and will improve the ability for the HR Program office and the City to make better informed business decisions that will improve efficiency and lessen costs. - \$60,000.00

HITS is currently working with Strategic Purchasing to secure a vendor to perform the necessary services for these projects and will return to Council for spending approval, as appropriate.

WBS # X-80005* - HR Temporary Employee Pay/Billing Upgrade

WBS # X-80006* - HR SAP Indicator Asian Pacific Islander

Interim Chief Information Officer
Tina Carkhuff

Amount of Funding:

\$100,000.00- FY2016 Equipment Acquisition Consolidated Fund (1800)

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