

REQUEST FOR COUNCIL ACTION

RCA#2016AHZ04

TO: Mayor via City Secretary

Approve an Ordinance to Appropriate Funds from the FY16 Equipment Acquisition Consolidated Fund (1800) for professional services to complete changes in SAP dictated by federal reporting requirements for the Houston Information Technology Services

Category #

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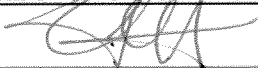
Agenda Item

FROM (Department or other point of origin):
Tina Carkhuff
Interim Chief Information Officer
Houston Information Technology Services

Origination Date
March 29, 2016

Agenda Date

DIRECTORS SIGNATURE



Council District(s) affected
All

For additional information contact:
Somayya Scott

Phone: (832) 393-0082

Date and Identification of prior authorizing Council Action:

RECOMMENDATION: (Summary)

Approve an Ordinance to appropriate \$40,000.00 from the FY16 Equipment Acquisition Consolidated Fund (1800) for professional services to complete changes in SAP to collect race/ethnicity and Veteran status as dictated by federal reporting requirements for the Houston Information Technology Services (HITS)

Finance Budget

Award Amount : N/A

Funding:

\$40,000.00– FY2016 Equipment Acquisition Consolidated Fund (1800)

SPECIFIC EXPLANATION:

The Interim Chief Information Officer recommends that City Council approve an ordinance to appropriate \$40,000.00 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.

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, the 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.

Professional Consulting Services will include:

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

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

WBS # X-800006*

REQUIRED AUTHORIZATION

Finance Department:

Other Authorization:

Other Authorization: