

COMMUNICATION FROM CHAIR, PERSONNEL, AUDITS, AND ANIMAL WELFARE COMMITTEE relative to the current status of the Human Resource Payroll (HRP) System.

Recommendation for Council action:

RECEIVE AND FILE the January 29, 2020 report from the HRP Steering Committee inasmuch as this report is for information only and no Council action is required.

Fiscal Impact Statement: Not applicable.

Community Impact Statement: None submitted.

Summary:

On September 15, the Chair of the Personnel, Audits, and Animal Welfare Committee considered a January 29, 2020 report from the HRP Steering Committee relative to the status of the HRP System. According to the Steering Committee, the Committee is comprised of leadership of the Information Technology Agency (ITA), City Administrative Officer (CAO), Controller, and Personnel Department. The HRP Steering Committee has been leading the effort to replace the City's existing, 20-year-old custom-built payroll system with a modern payroll solution with enhanced functionality. A Request for Proposals was released in July 2018 seeking proposers for the City's new HRP system. On September 5, 2019, ITA, on behalf of the HRP Steering Committee, submitted a report to the Information Technology Oversight Committee (ITOC) with an update on the status of the HRP project (Attachment 1 of the Steering Committee report). This report includes a brief project background and updates on the RFP process, project implementation, and project timeline.

Subsequently, on September 20, 2019, the HRP Steering Committee transmitted a memo to the heads of all City departments, excluding the Department of Water and Power, providing an update on the HRP Project (Attachment 2 of the Steering Committee report). This memo announced that the RFP evaluation panel, and subsequently the HRP Steering Committee, selected the vendor Workday to implement the City's new HRP system. Workday's Human Capital Management solution is cloud-hosted and highly configurable, enabling it to meet the diverse needs of the City for human resource management and payroll processing. It is anticipated the Workday product will provide the City with a sustainable solution with reduced maintenance costs, enhanced security, and significantly increased functionality.

A Request for Proposals (RFP) was released in July 2018 seeking proposers for the City's new HRP system. More than 1600 requirements developed in coordination with all City departments through ITOC numerous meetings and focus groups were included in the RFP. The two primary objectives of the RFP were to a) select a core human resource and payroll solution that can be implemented to meet the urgent need to

replace the City's existing PaySR application, and b) select a solution that provides a platform that can incorporate future payroll or human resource management functionality in subsequent phases. The City received a total of five proposals to the RFP by the September 13, 2018 deadline and three of the five proposals were found to meet the minimum implementation experience requirements identified in the RFP and were evaluated. A multi-departmental evaluation team, comprised of staff from the Controller, Personnel Department, ITA, CAO, Los Angeles Police Department, Los Angeles Department of Transportation, and Department of Recreation and Parks, reviewed the proposals. The evaluation team reviewed the submitted written proposals, video presentations from the vendors, as well as onsite system demonstrations where the vendors were given three weeks to configure their system to demonstrate the system's functionality in response to specific scenarios provided by the City. Ultimately, the evaluation team, and the HRP Steering Committee, selected Workday as the most qualified proposer. Further details on the status of the HRP System are provided under Council File No. 20-0313.

After consideration, the Committee Chair moved to receive and file the HRP Steering Committee report. This matter is now forwarded to the Council for its consideration.

Respectfully Submitted,



Councilmember Paul Koretz, Chair  
Personnel, Audits, and Animal Welfare Committee

<b>COUNCILMEMBER</b>	<b>VOTE</b>
KORETZ:	YES
HARRIS-DAWSON:	ABSENT
BONIN:	ABSENT

ARL  
9/15/21

**-NOT OFFICIAL UNTIL COUNCIL ACTS-**