



# Town of Vienna

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Town Hall  
127 Center Street South  
Vienna VA, 22180

## Legislation Text

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**File #:** 13-704, **Version:** 1

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**Subject:**

Request to Increase funding for implementation of Tyler Munis software

**EXPLANATION AND SUMMARY:** The original contract with Tyler Munis included all of the modules and the installation of those modules. The Work Order module is scheduled for kickoff in December 2015 with an implementation of July 2016. Additional consultant days for Work Order installation are being recommended to ensure a successful implementation.

**Departmental Recommendation:** In light of the experience of the implementation of the general ledger (7 modules), payroll/human resources and revenue (6 modules), departments believe more consultant help is needed. The Town of Vienna runs a lean staff and this implementation relies heavily on local staff's work and setup of the system. Hundreds and hundreds of hours are expected from the locality training of staff to do the work of the implementation approach. The addition of days for the Munis trainers allows the Munis trainers to do the analysis and much of the setup for us. This would allow our staff to concentrate on their current duties and not be so disruptive to citizen services. The Work Order module is going to be primarily the Department of Public Works, Water and Sewer, Stormwater, Streets and Facilities. Parks and Recreation will have some benefits as well. Finance's Utility Billing will realize some benefit of direct communication with Water and Sewer for meter reading, meter rereads, water leak reports, and water leak checks to name a few. A small conversion amount of \$2000 for GIS/ESRI was missed in the initial quote and will need to be included with the additional days.

Department of Public Works, IT Department and Parks & Recreation Department concur with Finance Department to recommend approval.

**Finance Recommendation :** Funded through operational budget. Recommend approval.

**Purchasing Recommendation :** N/A

**Town Attorney Recommendation :** The Town may modify and increase its contract with Tyler Munis by the greater of 25% or \$50,000. The Town Council may approve the proposed expenditure of funds in its discretion.

**Town Manager's Recommendation :** I recommend the Town Council award an additional \$30,000 for implementation of Tyler Munis software as presented.

Cost and Financing: \$30,000

Account Number: 300-000-0000-39425-48803

Decision Needed by This date: N/A

**PROPOSED/SUGGESTED MOTION**

"I move to award an additional \$30,000 for implementation of Tyler Munis software from account number referenced in the Town Manager's Recommendation section."

Or

Other action deemed necessary by Council.