



Legislation Details (With Text)

**File #:** 80814      **Version:** 1      **Name:** A RESOLUTION authorizing the Mayor and City Clerk to enter into a 3-year, competitively selected service contract with Moss Adams LLP to provide advisory and software implementation services related to the procurement and implementation of a Human Resourc

**Type:** Resolution      **Status:** Passed

**File created:** 11/13/2023      **In control:** Human Resources Department

**On agenda:** 12/5/2023      **Final action:** 12/5/2023

**Enactment date:** 12/13/2023      **Enactment #:** RES-23-00777

**Title:** Authorizing the Mayor and City Clerk to enter into a 3-year, competitively selected service contract with Moss Adams LLP to provide advisory and software implementation services related to the procurement and implementation of a Human Resources Management System.

**Sponsors:** Satya V. Rhodes-Conway

**Indexes:**

**Code sections:**

**Attachments:** 1. 12022-0-2023-BP HR Consultant (RFP).pdf, 2. Moss Adams-City of Madison Technical Proposal 9.1.23.pdf, 3. Form D Cost Proposal REVISED.pdf

Date	Ver.	Action By	Action	Result
12/5/2023	1	COMMON COUNCIL	Adopt	Pass
11/27/2023	1	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass
11/21/2023	1	COMMON COUNCIL	Refer	Pass
11/13/2023	1	Human Resources Department	Referred for Introduction	

**Fiscal Note**

The resolution authorizes the City to enter into a contract with Moss Adams LLP to provide professional services related to the procurement and implementation of a Human Resources Management System. The total cost of the contract is not to exceed \$365,000 over three years. Funding will be available in HR's 2023 budget, contingent on adoption of the year-end appropriation resolution (File 80860). Approval of the transfers in the year-end resolution will allow HR to encumber funds for the contract in 2023 and begin services immediately.

**Title**

Authorizing the Mayor and City Clerk to enter into a 3-year, competitively selected service contract with Moss Adams LLP to provide advisory and software implementation services related to the procurement and implementation of a Human Resources Management System.

**Body**

WHEREAS, the City of Madison Human Resources and Information Technology Departments require consulting services in order to pursue implementing a Human Resource Management System as a multi year initiative; and

WHEREAS, the Human Resources and Information Technology Departments worked with the Purchasing

Division to issue RFP #12022-0-2023-BP to solicit proposals for such services, and received 5 proposals; and

WHEREAS, an evaluation team consisting of Purchasing and relevant Department staff conducted a detailed evaluation, scored and ranked each of the proposals using criteria including cost, skill, past performance, and references; interviewed finalists and Moss Adams, LLC was selected through this process; and

WHEREAS, to complete the consulting work, a three-year contract is required, and Moss Adams proposed a contract price not to exceed \$365,000 to provide advisory and software implementation services related to the procurement and implementation of a Human Resources Management System and accomplish all of the other deliverables required by RFP #12022-0-2023-BP ; and

WHEREAS, under MGO 4.26(3)(e), service contracts of more than one year that average more than \$100,000 per year in cost require Common Council approval and signature by the Mayor and City Clerk;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Clerk are authorized to sign a contract with Moss Adams, LLC for the purposes and at the price described above, for a term of three (3) years.