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December 5, 2023

Councilmember Bob Blumenfield, Chair
Budget, Finance, and Innovation Committee

RE: Council File No. 20-0313-S10

On December 5, 2023, the Personnel, Audits, and Hiring Committee considered a November 3, 2023 Information Technology Agency (ITA) report relative to authorizing the ITA to negotiate amendments to Contract Nos. C-135368, C105458, C138949 with Workday, Inc., Hess and Associates, and KPMG, respectively. After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of a set of amended recommendations from the ITA. A copy of the substitute recommendations is attached this letter. This file is now transmitted to the Budget, Finance, and Innovation Committee.

Adam R. Lid
Legislative Assistant II

COUNCILMEMBER VOTE

McOSKER: YES
PADILLA: YES
SOTO-MARTINEZ: YES

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12/5/23

CITY OF LOS ANGELES

CALIFORNIA



KAREN BASS
MAYOR



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ACTING ASSISTANT GENERAL MANAGER

December 4, 2023

REF: EXE-350-23

Honorable Members of the City Council
City of Los Angeles
Room 395, City Hall
Los Angeles, CA 90012

Attn: Personnel, Audits, and Hiring Committee

SUBJECT: REVISED RECOMMENDATIONS TO CF 20-0313-S10 (HUMAN RESOURCES & PAYROLL (HRP) PROJECT - STATUS REPORT NOVEMBER 2023)

The HRP Steering Committee and the Information Technology Agency (ITA), as a designated HRP City Project Manager, respectfully request to replace the recommendations submitted in the November 3rd, 2023 report with the following:

1. Authorize the ITA to negotiate and execute an amendment to the HRP Workday contract (C-135368), to revise the Statement of Work to include additional support for parallel testing, training, cutover preparation, and related activities through the new proposed implementation date of June 2024 and increase the contract compensation by \$7,100,000, subject to the approval of the City Attorney as to form, in order to incorporate the changes needed to complete Phase 2 implementation;
2. Authorize the ITA and City Controller to negotiate and execute amendments to the KPMG task orders engaged through the Controller's master agreement (C-138949) to extend the terms through June 30, 2024 and provide additional compensation as follows, subject to the approval of the City Attorney as to form:
 - a) Increase the Task Order held by ITA in the amount of \$1,176,000 to extend KPMG's engagement as project managers of the HRP Project, including oversight of the overall project schedule, providing regular status updates, and prioritizing and resolving open risks, actions and decisions for the project; and,
 - b) Increase the Task Order held by the Controller in the amount of \$771,420 for an additional 15 weeks of Parallel testing support with City departments to ensure that the data comparison between Workday and PaySR is accurate.

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3. Transfer \$10,961,924 from the Reserve Fund No. 101, Department No. 62 to the General Fund No. 100, Unappropriated Balance No. 58, Account No. 580329 Human Resources and Payroll System Contingency; and,

4. Appropriate \$9,961,924 from the Unappropriated Balance No. 58, Account No. 580329 Human Resources and Payroll System Contingency to HRP Project sponsor departments within the General Fund No. 100 for contractual services including implementation support, project management, parallel testing support, report writing, quality assurance and software costs required to complete Phase 2 implementation as follows:

- a) Information Technology Agency, Department No. 32, Account No. 003040 Contractual Services - \$8,662,504;
- b) City Administrative Officer, Department No. 10, Account No. 003040 Contractual Services - \$528,000
- c) City Controller, Department No. 26, Account No. 003040 Contractual Services - \$771,420

5. Authorize the City Administrative Officer to make technical corrections as necessary to transactions included in this report to implement Mayor and Council intentions.

Respectfully Submitted on behalf of the HRP Steering Committee (Office of the Controller, City Administrative Officer, Personnel, and Information Technology Agency),



Ted Ross
General Manager

ec: Matt Hale, Office of the Mayor
Dana Brown, Personnel Department
Leticia Ortiz, Personnel Department
Grayce Liu, Personnel Department
Rick Cole, Office of the Controller
James Robinson, Office of the Controller
Matt Szabo, City Administrative Officer
Ben Ceja, City Administrative Officer
Melissa Velasco, City Administrative Officer
Karen Kalfayan, Chief Legislative Analyst
Joshua Drake, Chief Legislative Analyst
ITA Executive Team