

# CITY OF LOS ANGELES

CALIFORNIA



**KAREN BASS**  
MAYOR



INFORMATION TECHNOLOGY AGENCY

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ASSISTANT GENERAL MANAGER

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**EDUARDO MAGOS**  
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  
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ITA Executive Team