

PERSONNEL, AUDITS, AND HIRING COMMITTEE REPORT relative to the December 2022 Quality Assurance report from Gartner, Inc. (Gartner) in connection with the Human Resources and Payroll (HRP) Project.

Recommendation for Council action:

NOTE and FILE the January 25, 2023 City Administrative Officer (CAO) report, attached to the Council file, 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 February 7, 2023, your Committee considered a January 25, 2023 CAO report relative to the December 2022 Quality Assurance report from Gartner in connection with the HRP Project. According to the CAO, in November 2021, the CAO issued a Task Order Solicitation seeking proposals from firms experienced in enterprise software implementation to provide quality assurance services for the HRP Project. The vendor Gartner was selected and began work in February 2022. As part of the agreement, Gartner must report regularly on the status of the HRP project for the duration of the engagement as part of the Project Health Checks for Phases 1 and 2. Gartner submitted Phase 1 monthly reports from March 2022 through May 2022 in adherence to the Task Order (TO). The go-live for Phase 1, which included Human Capital Management and Compensation functionality, occurred on May 23, 2022. On June 21, 2022, Gartner submitted a written report of the lessons learned from the Phase 1 implementation that can be considered and leveraged for the Phase 2 deployment. Gartner must continue to provide monthly QA reports on the status of the project per the TO. Attached to the CAO report is Gartner's report on the project status through the end of December 2022. After consideration and having provided an opportunity for public comment, the Committee moved to note and file the CAO report. This matter is now submitted to Council for its consideration.

Respectfully Submitted,  
Personnel, Audits, and Hiring Committee

**COUNCILMEMBER VOTE**

McOSKER: YES

PRICE: ABSENT

SOTO-MARTINEZ: YES

ARL

2/7/23

**-NOT OFFICIAL UNTIL COUNCIL ACTS-**