

259



City of West Allis Matter Summary

7525 W. Greenfield Ave.
West Allis, WI 53214

File Number	Title	Status
2003-0565	Report	In Committee
Communication from City Administrative Officer on status report update on business software replacement project with HTE Government Software Solutions.		
Introduced: 9/2/2003		Controlling Body: Administration & Finance Committee

COMMITTEE RECOMMENDATION

POP

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>9/8/03</u>	<i>L</i>	<i>R</i>	Barczak	<input checked="" type="checkbox"/>			
			Czaplewski	<input checked="" type="checkbox"/>			
			Kopplin	<input checked="" type="checkbox"/>			
			Lajsic	<input checked="" type="checkbox"/>			
			Narlock				
			Reinke	<input checked="" type="checkbox"/>			
			Sengstock				
			Trudell				
			Vitale				
			Weigel				
			TOTAL	<u>5</u>			

SIGNATURE OF COMMITTEE MEMBER (RECORDER)

Chair

Vice-Chair

Member

COMMON COUNCIL ACTION

Place on file

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>9-16-03</u>	<input checked="" type="checkbox"/>		Barczak	<input checked="" type="checkbox"/>			
			Czaplewski	<input checked="" type="checkbox"/>			
			Kopplin	<input checked="" type="checkbox"/>			
			Lajsic	<input checked="" type="checkbox"/>			
			Narlock	<input checked="" type="checkbox"/>			
		<input checked="" type="checkbox"/>	Reinke	<input checked="" type="checkbox"/>			
			Sengstock	<input checked="" type="checkbox"/>			
			Trudell	<input checked="" type="checkbox"/>			
			Vitale	<input checked="" type="checkbox"/>			
			Weigel	<input checked="" type="checkbox"/>			
			TOTAL	<u>10</u>	<u>1</u>		



CITY OF WEST ALLIS

WISCONSIN



MAYOR'S OFFICE

JEANNETTE BELL
Mayor

August 27, 2003

The Honorable Mayor Jeannette Bell
and Members of the Common Council
7525 W. Greenfield Avenue
West Allis WI 53214

Dear Mayor Bell and Common Council Members:

This letter is to provide you a status report update on our business software replacement project with HTE Government Software Solutions. Attached is a preliminary report from HTE following a week of meetings between our employees and an HTE representative. Last week's process is part of a needs assessment and business analysis process that is preliminary to implementing the project. As you can see, the preliminary report is positive. A final report is due in three (3) to five (5) weeks and will present the final needs, as well as an analysis of current practices and recommended work flow procedural improvements.

As a reminder, the City has set aside \$1,000,000 in a segregated fund for this purpose. This project will greatly enhance our electronic integration and functioning. The contract with HTE will be presented for final Common Council approval within the next thirty (30) to sixty (60).

Thank you for your attention to this update. If you have any questions or need further information or clarification, please let me know.

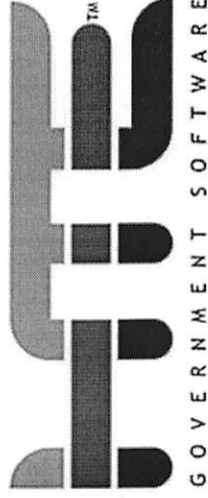
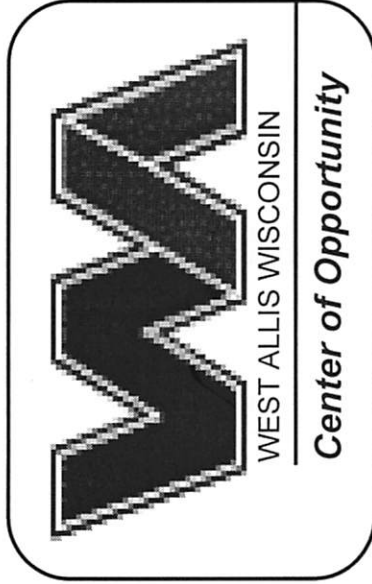
Sincerely,

Paul M. Ziehler,
City Administrative Officer

PMZ:jfw

cc: John Kazlauskas
Lee Johnson
Gary Schmid
Scott Post

ADM\ORDRES\MCC.HTE UPDATE.090203



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Wrap-up

Needs Assessment and Business Process Analysis



Findings

- Good meetings due to departments being prepared
- Situation isn't all that bad
- IT infrastructure is solid
 - New iSeries
 - Back-up/restore and disaster/recovery procedures in place
 - Network in place
 - Remote sites connected to City Hall via optic fiber
- Power user for each area/department
- Land Management data and GIS solid
- ...but an Integrated Enterprise Solution is needed!



West Allis Today

Infrastructure Management

Complaint Tracking

Project Management

Work Order Management

Fleet Management

Asset Management

Purchasing/Inventory Management

Purchasing

Bid Processing

Accounts Payable

Inventory

Revenue Management

Grant Management

Accounts Receivable

Cash Receipts

Budgetary Accounting

Budget Preparation

Financial Management

Payroll & Personnel

Human Resources

Human Resource Management

CIS & Utility Billing

Service Orders

Land Management

Community Development

Permits & Inspections

Planning & Zoning

Business Licenses

Code Enforcement

Helping Government



HTE's Integrated Solution

HTE Approach:
Fully Integrated
Application Suite

Maintained & supported by HTE

Infrastructure Management

Complaint Tracking

Project Mgmt (GMBA)

Work Order Management

Fleet Management

Purchasing/Inventory Management

Purchasing

Bid Processing

Asset Management

Accounts Payable (GMBA)

Inventory

Revenue Management

Grant Mgmt (GMBA)

Accounts Receivable

GMBA

Extended Reporting

Financial Management

Cash Receipts

Payroll & Personnel

Human Resources

Human Resource Management

CIS & Utility Billing

Land Management

Service Orders

Permits & Inspections

Planning & Zoning

Business Licenses

Code Enforcement

Helping Govern



Additional functionality & Integration

Wireless/ Mobile

- Code Enforcement
- Field Inspections
- Work Orders

Integration

Ad Hoc Reporting

- QRep

Integration

DMS

Integration

Imaging

Document Imaging

Infrastructure Management

Project Mgmt (GMBA)

Work Order Management

Complaint Tracking

Fleet Management

Asset Management

Purchasing/Inventory Management

Purchasing

Bid Processing

Inventory

Accounts Payable (GMBA)

Revenue Management

Accounts Receivable

Cash Receipts

Grant Mgmt (GMBA)

Extended Reporting

GMBA

Financial Management

Payroll & Personnel

Human Resources

Human Resource Management

Utility Management

CIS & Utility Billing

Service Orders

Land Management

Permits & Inspections

Planning & Zoning

Business Licenses

Code Enforcement

Community Development

Integration

GIS/Mapping

Looking Glass Viewer

Digitized Maps

Integration

Building Permits

Core Application

Work Orders

Business Licensing

Planning & Zoning

Parking Tickets

Code Enforcement

Click2Gov

Helping Government Work Better



Integrated Solution Benefits

- Integration
 - Currently CIS not tied to GL
- No duplication of entry - only entered once
 - Examples: PW time card data gets entered 4 times.
- History remains on system
 - Currently liquor license data is deleted each year
- Once data is entered, it is viewable by all immed.
- No duplicate files to keep in synch
 - Currently there are 2 vendor files: GL and Purchasing
- Eliminate hard files and cards in boxes
- Eliminate/reduce 'shadow systems'
 - PW time card data



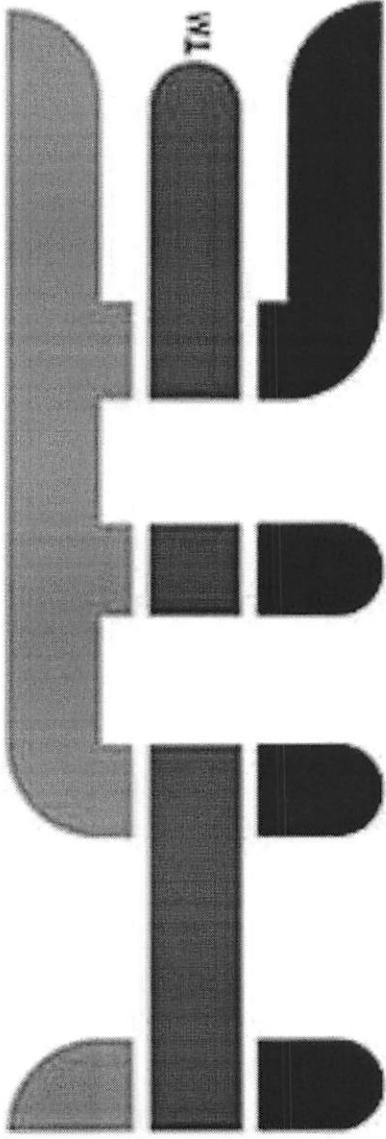
Integrated Solution Benefits

- Eliminate manual processes
 - Letters to citizens
 - Work request forms
 - Purchase requests
- Consistency
 - Currently 4 or 5 formats are being used for Work Orders



Next Steps

- Organize information
- City will complete application features checklists
- Meet with HTE Product Managers
- Create report
 - Needs Assessment
 - Current Processes
 - Best Practices
- Present report
- Duration: 3 - 5 weeks



G O V E R N M E N T S O F T W A R E

Helping **West Allis** **Work Better.™**

