Project Updates

Vendor Database Cleanup

Online Bid Receipt

MWBE Advisory Committee
Austin City Hall
Boards and Commission Room
November 7, 2017
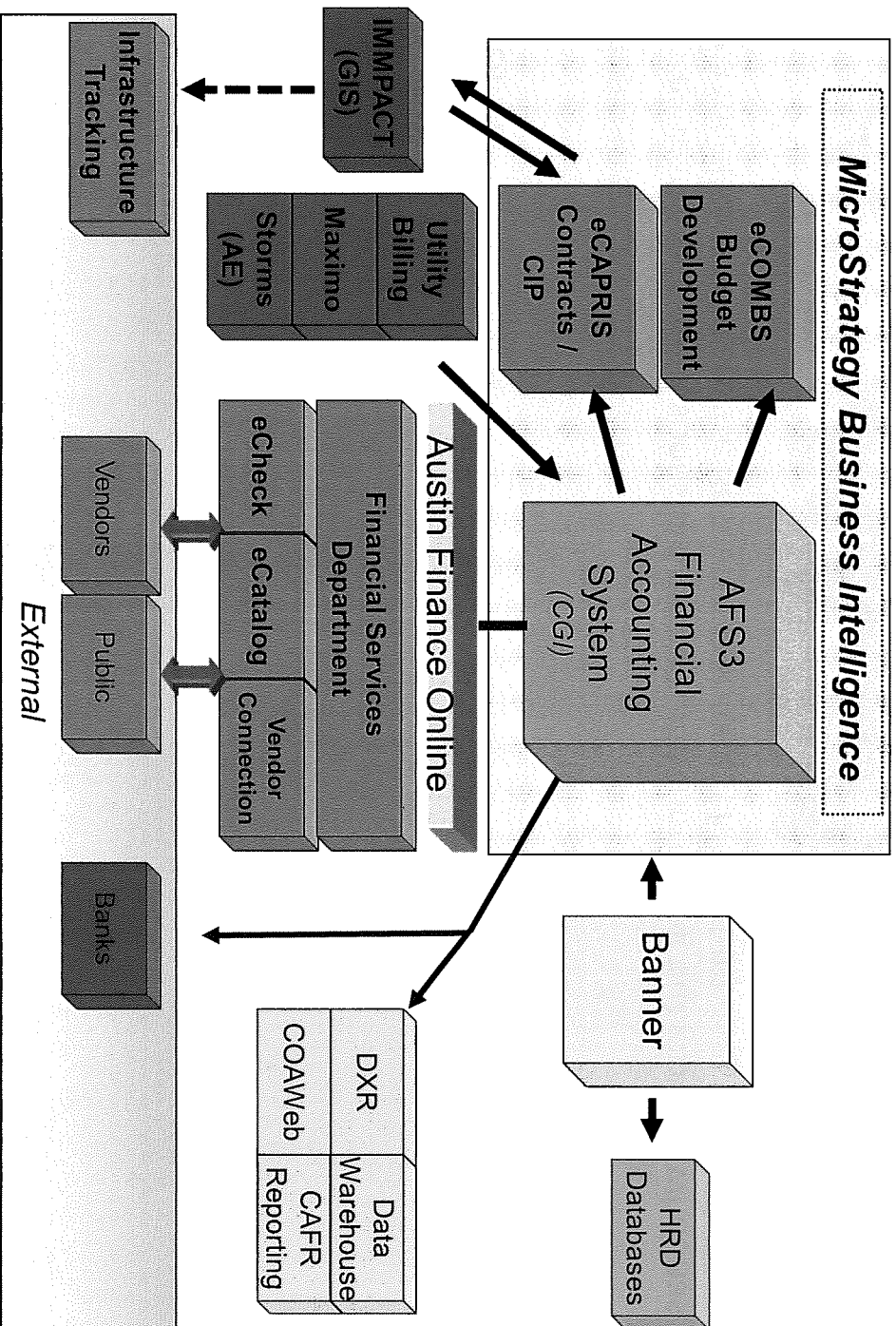
AUSTIN FINANCE ONLINE

Financial Services Group

Overview of City Financial Systems

Overview of City Financial Systems

- In-House Expertise
  - Financial Services Group is very fortunate to have deep and comprehensive financial expertise and subject matter experts.

- Distributed Resources
  - Financial Services staff are distributed between the Controller's Office, Purchasing Office and Budget Office.

- Comprehensive ERP System
  - These three work units are responsible for not only supporting but growing what has become a full-fledged Enterprise Resource Planning (ERP) system.

MicroStrategy Business Intelligence

IMMPACT (GIS)

Infrastructure Tracking

Storms (AE)

Maximo

Utility Billing

eCAPRIS Contracts / CIP

eCOMBS Budget Development

AFS3 Financial Accounting System (CGI)

Financial Services Department

eCheck

eCatalog

Vendor Connection

Austin Finance Online

Vendors

Public

Banks

External

DXR

COAWeb

Data Warehouse

CAFR Reporting

Banner

HRD Databases

Overview of City Financial Systems

- Advantage (Financial)
- Banner (Timekeeping)
- e-City of Austin Project Reporting Information System (eCAPRIS)
- e-Computerized Operation and Maintenance Budget System (eCOMBS)
- Austin Finance Online (AFO)
  - Vendor Connection
  - Contract Catalog
  - eCheckbook
  - Financial Reporting
- Other interconnected support systems, e.g., Storms and Maximo (AE)

Overview of City Financial Systems

- Government Finance Officers Association
  - Award for Excellence in eGovernment
    - 2005 – e-City of Austin Project Reporting and Information System (eCAPRIS)
    - 2012 – Austin Finance Online (AFO)
  - Certificate of Achievement for Excellence in Financial Reporting
    - Continuous award since 2007

- National Procurement Institute
  - Achievement of Excellence in Procurement
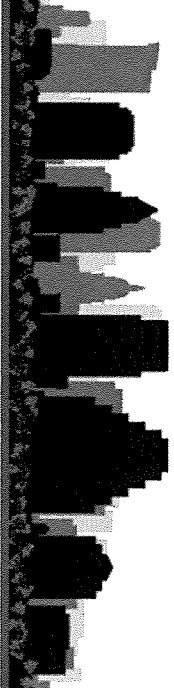   - Continuous award since 2014

Overview of City Financial Systems

- AFO
  - Heavily used public data source

- Most visited City websites
  - Appears on lower left corner of the City's main web page, www.austintexas.gov

- Austin Finance Online is second most visited
  - Has been since its launch in 2010

Get There from Here

City Jobs
Austin Finance Online
Neighborhoods
Public Safety
City Council
Public Records
Website Feedback
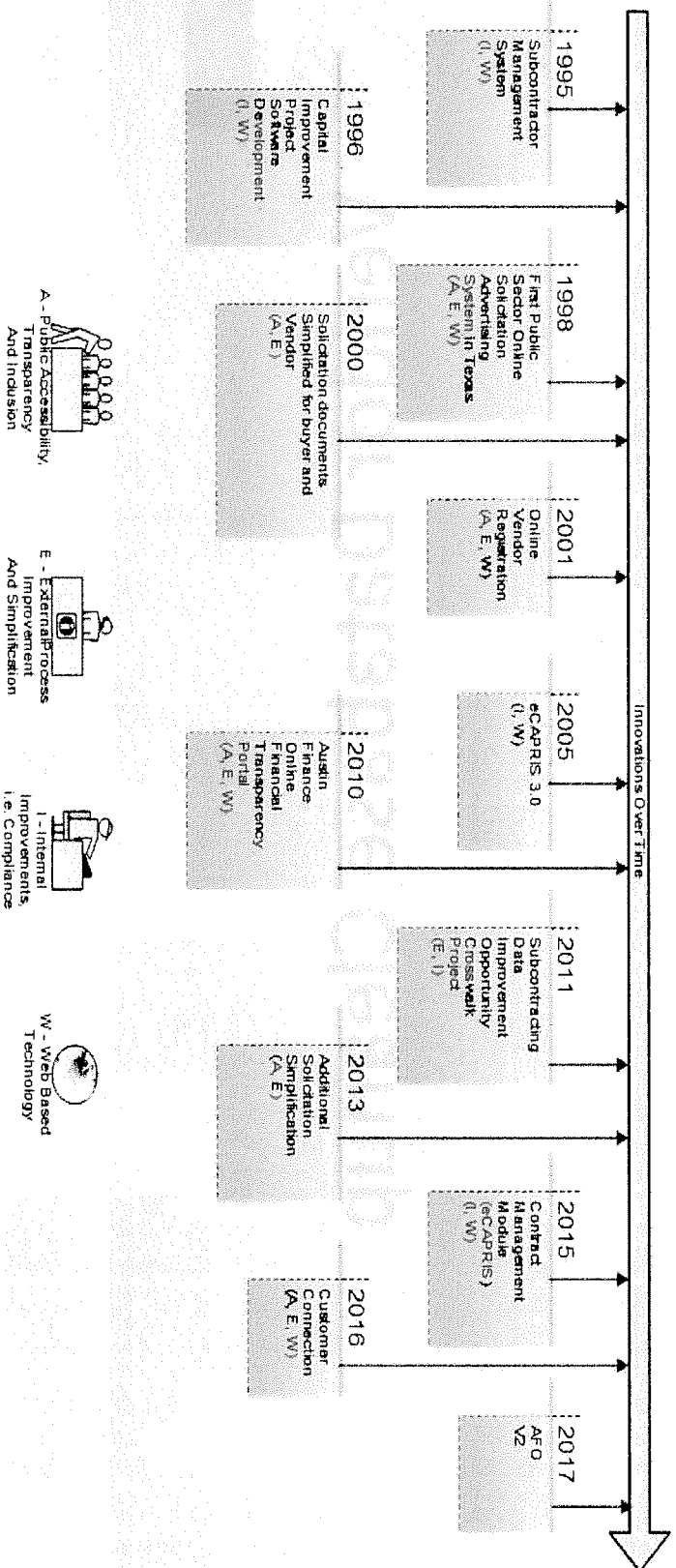Council Message Board

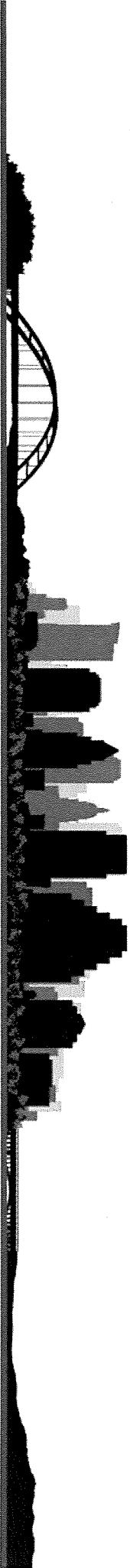# Overview of City Financial Systems

- The major components of the City's ERP are copyrighted
  - eCAPRIS
  - eCOMBS
  - eCheckbook
  - Contract Catalog
  - Vendor Connection
- In-house developed products
  - No license agreements
  - No third party involvement or costs

Overview of City Financial Systems

Innovations Over Time

1995 — Subcontractor Management System (I, W)

1996 — Capital Improvement Project Software Development (I, W)

1998 — First Public Sector Online Solicitation Advertising System in Texas (A, E, W)

2000 — Solicitation documents Simplified for buyer and Vendor (A, E)

2001 — Online Vendor Registration (A, E, W)

2005 — eCAPRIS 3.0 (I, W)

2010 — Austin Finance Online Financial Transparency Portal (A, E, W)

2011 — Subcontracting Data Improvement Opportunity Crosswalk Project (E, I)

2013 — Additional Solicitation Simplification (A, E)

2015 — Contract Management Module (eCAPRIS) (I, W)

2016 — Customer Connection (A, E, W)

2017 — AFO V2

A - Public Accessibility, Transparency And Inclusion

E - External Process Improvement And Simplification

I - Internal Improvements, i.e. Compliance

W - Web Based Technology

Vendor Database Cleanup

Vendor Database Cleanup

- Overview
- Scope
- Included
- Excluded
- Action
- Milestones

- Austin Finance Online / Vendor Connection

- Currently over 45,000 active registered Vendors

- > 20,000 Vendors with no commodity codes (no notices)

- Thousands with no or bad contact information (phone, e-mail)

- Notifications statistics not meaningful

Vendor Database Cleanup

- Clean City's Vendor Database

- Update and enhance data fields

- Communicate broadly and effectively

- Minimize Vendor or Public concern

Vendor Database Cleanup

- Vendor accounts that included in this Cleanup (no recent activity)
  - No Commodity Codes selected
  - Inaccurate or Missing data
  - Have not subscribed to any solicitations in the last 2 years
  - No contracts, orders or payments in last 4 years
  - Have not updated their profile in the last 4 years

- Approx. 20,000 Vendors included in this Cleanup

Vendor Database Cleanup

Overview

Scope

Included

Excluded

Action

Milestones

- Vendor accounts excluded from this Cleanup (account types overlap)
  - Other Account Types (Customer, Subscriber, etc.)
  - M/WBE Certification past/present
  - Vendors with recent activity (2 – 4 years per criteria)

- Approx. 25,000 excluded from this Cleanup
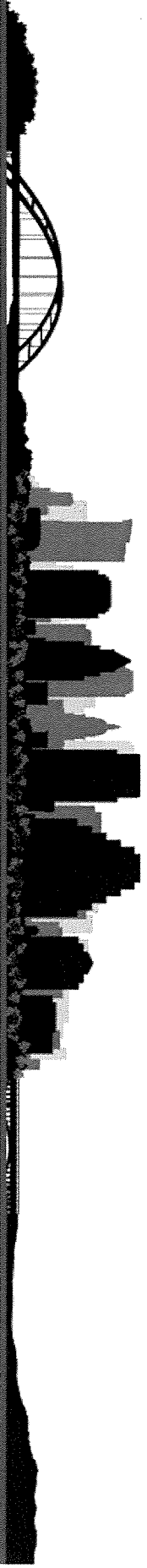
Vendor Database Cleanup

- Vendors need only to login to Vendor Connection and:
  - Review, change and confirm their contact information
  - Add at least one (1) commodity code
  - Add at least one (1) industry code

- Profiles from Vendors that do not respond may be:
  - Inactivated (No profiles will be Deleted)
  - Flagged ("Prevent New Spend")

- To Reactivate or Un-flag their profiles Vendors need only to login to Vendor Connection and provide the required updates (see above)

Vendor Database Cleanup

Overview

- Update M/WBE Advisory Committee   Nov – 2017

Scope

- Develop changes in Vendor Connection   Sept – Dec 2017

Included

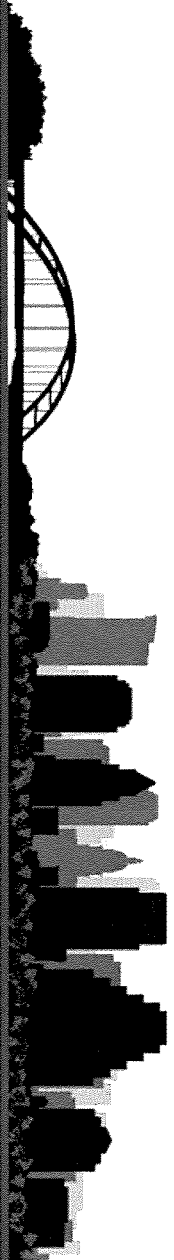- Vendors update their accounts   Jan – Mar 2018

Excluded

- USPS notices to all unresponsive accounts   Apr 2018

Action

Milestones

- Flag / inactivate unresponsive accounts   June 2018

Online Bid Receipt

Online Bid Receipt

- City performs over 360 solicitations per year

- All responses are still physically received, opened and stored

- Hardcopy offers are costly to the City and Vendors
  - Materials, creation and delivery
  - Receiving, opening, replicating back into electronic copy
  - Physical security, storage, archival
  - Limited / diminishing participation in City solicitations

Online Bid Receipt

- Authorize and implement Online Bid Receipt

- More fully utilize existing procurement tools / systems

- Increase City of Austin Procurement's Value-Add:
  - Increase efficiency, transparency, and participation
  - Drive better pricing, contract terms and value
  - Enhance ability to meet Council policy objectives
  - Continue to ensure public trust and confidence

Online Bid Receipt

- Purchasing Office and Capitol Contracting Office only

- Initially non-complex Invitation for Bids (IFB) only, eventually all formal solicitations including construction

- Enable subsequent implementations
  - Non-competitive processes, e.g., RFI
  - Informal solicitations

Online Bid Receipt

- Will continue to allow submission of hardcopy Offers

- Other competitive processes not included initially:
  - Real estate transactions
  - 380 Agreements
  - Human service solicitations
  - Airport concessions solicitations
  - Austin Housing Finance Corporation solicitations
  - Others

Online Bid Receipt

- Establish rules and receive Council authorization (LGC Sec. 252.0415)

- Further develop system and revise processes

- Perform limited number of controlled online solicitations

- Plan, communicate and implement Online Bid Receipt

- Prototype: Austin Finance Online 2 – Online Bid Receipt

Online Bid Receipt

- Update M/WBE Advisory Committee — Nov 2017

- Develop changes in Austin Finance Online — Sept – Dec 2017

- Perform limited online solicitations — Jan – Oct 2018

- Implementation plan — Apr – 2018

- Target completion (Pending Implementation Plan) — Oct 2018

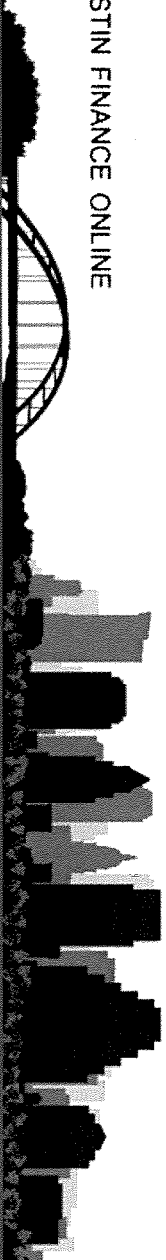| Overview |
| Scope |
| Included |
| Excluded |
| Action |
| **Milestones** |

Vendor Database Cleanup

Online Bid Receipt

Questions?

AUSTIN FINANCE ONLINE

Financial Services Group