

Lead Agency: County Management

Program Contact: Karyne Kieta

Program Offer Type: Innovative/New Program

Related Programs: 72029

Program Characteristics: One-Time-Only Request

Executive Summary

This program offer requests \$1 million of one-time funding for the purchase and implementation of budget preparation software. The goal of this project is to rationalize, centralize and simplify the various software programs the County and Budget Office uses to prepare the County's \$1 billion plus annual budget. The aim will be to improve productivity and the availability of information, while reducing ongoing operating costs and the chance of legacy application failure.

Program Description

Multnomah County's annual budget development and publishing process relies on multiple databases and data processing components supporting multiple manual tasks. The Central Budget Office (CBO) uses several legacy Access applications and a web-based application in conjunction with SAP reports and modules, Excel spreadsheets, and PDF forms to collect, analyze, and manipulate department budget data. Because data is spread across multiple systems, it takes a significant amount of time and effort to keep everything updated and in sync. The business processes and reporting/analysis requirements for department-level budget development are inconsistent across the County, and most cost planning and budget development work is handled using disparate Excel spreadsheets and Access databases that lack the ability to validate data and accurately enforce business rules.

The purchase of a public sector budget system is expected to meet the following objectives:

- Manage all budget components in an integrated system that is adequate to meet the needs of both the CBO, which is responsible for producing and maintaining a legal budget document, and of the County Departments, which are responsible for producing and maintaining operating budgets.
- Eliminate unstable, labor intensive Excel templates used to collect, quality control, analyze, and adjust budget requests, and to produce reports and deliverables at different organization levels.
- Eliminate legacy Access tools used to calculate, assemble, distribute, collect, and analyze position detail, personnel cost planning data, and revenue/expenditure transaction data.
- Eliminate the need to reconcile budget data in three systems.
- Improve data quality.
- Improve process efficiency and provide process management capabilities.
- Reduce and/or eliminate manual and redundant tasks.
- Provide Central and Department Budget staff with adequate reporting and analysis capabilities.
- Provide Departments and Programs with improved performance measurement capabilities.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY09-10)	Current Year Purchased (FY10-11)	Current Year Estimate (FY10-11)	Next Year Offer (FY11-12)
Output	Number of legacy/shadow systems eliminated*	0	0	13	13
Outcome	Meet all of the scheduled development goals within 10 business days.**	0.0%	0.0%	0.0%	95.0%

Performance Measure - Description

*After system implementation we anticipate a reduction of legacy systems by 90%.

**Once the RFP has been released and we have a timeline we will have a better understanding of the development goals.

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2011	2011	2012	2012
Total GF/non-GF:	\$0	\$0	\$0	\$0
Program Total:	\$0		\$0	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

The total amount of this request is \$1 million of General Fund. This \$1 million is accounted for in program offer 79000A, IT Innovation and Investment Fund.

Significant Program Changes**Last year this program was:**

This is a new, one-time request for FY 2012.