



**TO: Jim Scholl, City Manager**

**FROM: Patti McLauchlin, Information Technology Director**

**DATE: 5/5/2016**

**SUBJECT: SunGard OneSolution H.T.E. Financial Software Training and Travel Costs**

**ACTION:**

The City of Key West City Commission is respectfully requested to approve travel and training expenditures for up to \$60,000 with SunGard One Solution pursuant to Section 2-797(1), Sole Source Procurement.

**BACKGROUND:**

The City of Key West entered into a contract with SunGuard One Solution H.T.E Financial Software on May 20, 2014 (Resolution Number 14-144) for the migration of H.T.E. Financial System Software migration to OneSolution. The contract included a set number of training hours as part of Sunguard's core services, however, travel expenses associated with such training were not addressed in the core services of the contract. The \$60,000 requested herewith is intended to cover such travel expenses and also potentially cover any additional training (and associated travel expenses) required above the set training hours included as part of the contract. This cost was budgeted separately and is included in the approved FY 2016 budget.

**FINANCIAL IMPACT:**

The FY 2015-16 approved budget contains a \$60,000.00 appropriation for training cost associated with H.T.E. Financial System Software migration to OneSolution project under accounting code 001-1303-513.55.

**RECOMMENDATION:**

Staff recommends that the City of Key West City Commission approve travel and training expenditures for up to \$60,000 with SunGard One Solution.