



INNOVATE BARRIE MEMORANDUM

TO: MAYOR J. LEHMAN AND MEMBERS OF COUNCIL

FROM: A. SEGUIN, SENIOR MANAGER OF THE CENTRE FOR CONTINUOUS IMPROVEMENT

NOTED: R. BUNN, EXECUTIVE DIRECTOR OF INNOVATE BARRIE
M. PROWSE, CHIEF ADMINISTRATIVE OFFICER

RE: STATUS UPDATE – ERP PROJECT

DATE: FEBRUARY 26, 2018

The purpose of this Memorandum is to provide members of Council with an update, as per motion 12-G-336, concerning the ERP (Enterprise Resource Planning) project. Just as a reminder, the City is implementing SAP as our new ERP. SAP will house all new systems and process related to Finance, Human Resources and Materials Management (purchasing and inventory). SAP will also house a new state of the art reporting system (Business Intelligence System or BI).

The City hired new consultants in November 2017 to complete the SAP implementation. These consultants are now at the City of Barrie and have been reviewing our Human Resources, and Materials Management processes. With the addition of our new consultants, a technical review of the system was completed, as well as an audit of how our Materials Management areas were built.

The findings from the review concluded that some technical upgrades were required, as well as some fixes to our Materials Management area. The technical upgrades are well underway and should be completed by the end of Q2. Materials Management planning sessions have been completed, and the design and build of the fixes required have begun.

The Human Resources area has seen significant progress over the past few months. Planning and design will be completed by the first week of March. Once we complete the design, we will start to build and test the systems and processes.

The Finance area is completing some required testing due to the technical upgrade and the team is finalizing the documentation that is required to build our training material. The next step for Finance will be to start user acceptance testing.

Our Business Intelligence system is also completing some required testing due to the technical upgrade, and is also continuing to finalize the financial reporting for the system. The next step for Business intelligence is to complete system integration testing.

A new timeline has been created for system readiness, which is estimated to be in the fall of 2018.

Next Steps

Over the next quarter, the focus will be on preparing to move to User Acceptance testing. The Human Resources portion of the project will complete their design and build of the system, and testing will start. Materials management will complete their initial testing, and the technology upgrades and some training will start. Council will be updated in three months on the progress of the project, or if you have any questions you can direct them to myself and I will be more than happy to respond in advance of the next memo.