

**AGENDA REQUEST FORM**  
The School Board of Broward County, Florida

Meeting Date <b>6/4/02</b>	Open Agenda Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Time Certain Request Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Agenda Item Number <b>E-7</b>
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TITLE: **Universal Systems Technologies, Inc. (UST)**

REQUESTED ACTION:  
It is requested that the School Board authorize the use of Universal Systems Technologies, Inc. (UST) to continue to provide consulting services to assist the District in supporting the Human Resources Management System (HRMS) up to an amount not to exceed \$400,000. Additional funding is not required. This is a request for spending authority only. Funding will be provided from the previously approved HRMS Implementation Budget.

SUMMARY EXPLANATION AND BACKGROUND:  
The HRMS Project has over the past ten months, since the July 2001 implementation, successfully crossed all major payroll milestones. All regularly scheduled payrolls, now approaching a total of \$1 billion, have been met on schedule. District-wide employee raises were implemented and retroactively over \$10 million was disbursed on or before required deadlines. Federally mandated deadlines related to payroll reporting, including the issuance of well over 30,000 W-2's, has been successfully accomplished. Those issues, both system and reporting, that have arisen have either been resolved or are currently being addressed by a cooperative effort with the Accounting Department.

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MAJOR SYSTEM GOALS:

- Goal One: All students will achieve at their highest potential.
- Goal Two: All schools will have equitable resources.
- ✓ •Goal Three: All operations of the school system will support and align with student achievement and needs.
- Goal Four: All stakeholders work together to build a better school system.

FINANCIAL IMPACT:  
The financial impact to the District is \$400,000. The source of funds is the HRMS Project budget.

EXHIBITS: (List)  
None

BOARD ACTION: <b>APPROVED</b> <small>(For Official School Board Records' Office Only)</small>	SOURCE OF ADDITIONAL INFORMATION:	
	Paul Zielinski	712-2304
	Donnie Carter	765-6134
	Name	Phone

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**  
Support Services  
John M. Quercia, Associate Superintendent *John M. Quercia*

Approved in Open Board Meeting on: JUN - 4 2002  
By: Robert D. Farber School Board Chairperson

SUMMARY EXPLANATION AND BACKGROUND:

(continued)

From a HR perspective the SAP system has replaced all paper PAF's except those related to the new hiring process. As the Recruitment Module is phased in over the next several months, the remaining paper PAF's will be replaced with electronic forms. Position control is in place and is currently scheduled to be fully active in the coming fiscal year. Efforts are even underway to streamline the PAF and Position Control processes even further. ESS is operational and available to all SBBC employees. An expanded on-line Open Enrollment Pilot is scheduled for this coming fall. While yet to be rolled out, functionality to make ESS available in the internet as well as the intranet has been completed. The SAP HR system is successfully supporting business processes from Certification to Employee Training to Organizational Management. Again here, as issues arise the Implementation Team and the End-User Community are working together.

In both the Payroll and Human Resources area, there remains one more major milestone to cross. We must very shortly transition between fiscal years for the first time using the new system.

UST, an approved Broward minority vendor, has been retained to assist SBBC in meeting post implementation support demands. They provide experienced SAP consultants at a daily rate significantly below that previously paid under our original contract with SAP, Inc. These consultants are instrumental in assisting HRMS and SBBC in passing many of the milestones mentioned above and provide continued knowledge transfer to our staff on the intricacies and complexities of maintaining and enhancing state-of-the-art software. Spending Authority for UST was approved by the School Board in the past to bridge the gap from the end of the SAP Contract until the approval of the ETS's Contract Staffing RFP.

UST has successfully met the selection criteria for the new Contract Staffing RFP. However, the Contract Staffing RFP is being delayed due to an unrelated protest. As such, in order to maintain a continuity in their service over the critical year end period it is necessary to request your approval to authorize additional spending authority of up to \$400,000 with UST.

The financial impact to the District is \$400,000. The source of these funds is the previously approved HRMS budget.

Note: This is a request for additional spending authorization for Universal System Technologies, Inc. The funding for the requested services will be provided from the funding previously approved by the School Board for the HRMS Project and, as such, will be non-incremental to the cost of the project.