COMMISSION AGENDA	Item No.	7a
STAFF BRIEFING	Date of Meeting	February 4, 2014

DATE: January 28, 2014

TO: Tay Yoshitani, Chief Executive Officer

FROM: Rudy Caluza, Director Accounting & Financial Reporting

Peter Garlock, Chief Information Officer

SUBJECT: 2013 Peoplesoft Financials Upgrade Project Briefing

SYNOPSIS

The purpose of this briefing is to describe the September 2013 implementation and benefits of a major upgrade to the Port of Seattle's Oracle PeopleSoft Financial system.

The Port of Seattle uses Oracle's PeopleSoft Financial system to support the Port's accounting, budget management, procurement, and financial reporting functions. Specific business functions include: general ledger, purchasing, accounts payable, project costing, time and labor, accounts receivable, billing and asset management.

A major software and infrastructure upgrade to this system was successfully delivered in September 2013 by a Port-wide team led by the Information Communication & Technology (ICT) and Accounting & Financial Reporting (AFR) departments.

BACKGROUND

On September 28, 2010, the Port Commission approved a $5,000,000 project to upgrade the Port's PeopleSoft Financial system with the following scope:

- Upgrade the PeopleSoft Financials modules to the latest version. No new modules will be implemented as part of this project.

- Upgrade existing interfaces to be compatible with the new PeopleSoft Financials version. Development of new interfaces will be deferred to future projects.

- Eliminate or minimize existing customizations, whenever possible, using built-in functionality in the new version. Deploy new functionality that can be implemented with no customizations. New functionality requiring customization will be deferred to future projects or prioritized as part of ongoing maintenance and support.

- Custom reports, currently available outside the PeopleSoft system in the MIS Intranet Reporting application, will be replaced with PeopleSoft delivered reports or developed within Port of Seattle Technical Architecture Standards. The estimates for this work, included in this budget request, are preliminary and will

be revised when more data is available from detailed analysis to be completed during the design phase. If needed, additional funds for custom reports would be requested after completion of detailed analysis next spring.

- Upgrade the system technical infrastructure and replace with standard hardware

ATTACHMENTS TO THIS BRIEFING

- Computer slide presentation.

PREVIOUS COMMISSION ACTIONS OR BRIEFINGS

- September 28, 2010 – PeopleSoft Financials Upgrade Project Approval