



# STAFF REPORT

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**Meeting Type:** Planning Committee/Board of Directors  
**Title:** ERP Modernization – Custom Tools Integration  
**From:** Bret Uppendahl, Finance Director  
**Through:** Ben Horenstein, General Manager  
**Meeting Date:** August 26, 2025

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**TYPE OF ITEM:**                      Approve              X              Review and Comment

**RECOMMENDATION:** Review and comment on the ERP Modernization Project – Custom Tools Integration

**SUMMARY:** The District has used SAP as its Enterprise Resource Planning (ERP) software since the early 2000's. Staff is actively working to modernize SAP and install the latest cloud-based version of the software. In addition to the standard SAP program, the District utilizes an additional software package called GuiXT to help streamline workflows and automate transactions within SAP. In December 2025, the GuiXT product will reach the end of its life and will no longer be supported. In order to continue using the software services, the District must upgrade to the newest version, which is LiquidUI.

**DISCUSSION:** The District's ERP modernization effort began in February 2024 with a business capability modeling assessment conducted by Gartner. To better inform the District's ERP Request for Proposal (RFP) requirements, staff engaged an independent consultant in August 2024 to document the District's "As-Is" and "To-Be" processes and business requirements in HR, Time Tracking, and Payroll functional areas. Phoenix Business Consulting was selected as the System Integrator for the Payroll and HR phase of the ERP Modernization Project in March 2025 through a RFP process.

Since March, Phoenix Business Consulting has been working closely with District staff to configure SuccessFactors, which is the SAP module for Payroll and HR, and to integrate SuccessFactors with the District's existing SAP software. Subsequent phases of the ERP Modernization project will include Customer Service and Billing, Finance, and Asset Management. It is anticipated that the District will issue a RFP for a systems integrator for the Customer Service and Billing module in late 2025. Finance and Asset Management modules will likely begin in 2026.

This specific effort addresses the need to upgrade GuiXT. The current GuiXT platform will be going end-of-life and end-of-support in December 2025, and therefore it is necessary for the District to migrate to the new LiquidUI solution. There are approximately 3,200 GuiXT scripts that have to be evaluated and migrated to the new platform. While a good portion of these scripts can be converted automatically,

about one-quarter require manual migration and the expertise of a JavaScript developer well-versed in the LiquidUI framework.

After many discussions and review of a number of technical architecture options, staff is recommending that the District build the new API integration between the current SAP software and SuccessFactors. This approach will be least disruptive to the current practice of recording staff time against work orders while retaining operational efficiency and avoiding re-training. In order to facilitate this API integration, it is necessary for the District to migrate the existing GuiXT scripts to the most current solution LiquidUI.

A summary of the estimated costs for the Synactive Inc. engagement are:

GuiXT to LiquidUI script conversion:	\$206,150
Development of API:	\$74,813
Project Contingency Estimate 10%:	\$28,000
Total Estimated Expenditure:	<u>\$308,963</u>

A proposed agreement with Synactive, Inc. for these services will be brought to a future regularly schedule Board of Directors meeting for consideration of approval.

**ENVIRONMENTAL REVIEW:** Not Applicable.

**FISCAL IMPACT:** District staff has been actively working with Synactive Inc. to finalize the statement of work and associated deliverables. The total estimated cost for the GuiXT to LiquidUI migration, including the integration of work order time entry, to the SuccessFactors cloud platform is \$308,963, including a ten percent cost contingency. Funding for this component of the ERP Modernization Project is currently available in the District's IT capital budget.

**ATTACHMENT(S):** None.