

**THIS IS A DRAFT AND WILL BE REPLACED BY THE FINAL,
SIGNED ORDINANCE ADOPTED BY THE CITY COUNCIL.**

ORDINANCE

AUTHORIZING AN AGREEMENT WITH CARAHSOFT TECHNOLOGY CORPORATION TO PROCURE SOFTWARE LICENSING AND IMPLEMENTATION SERVICES FOR SHERPA BUDGET TO SUPPORT THE OFFICE OF MANAGEMENT AND BUDGET PHASE OF THE CITY'S ENTERPRISE RESOURCE PLANNING (ERP) MODERNIZATION AND TRANSFORMATION PROGRAM FOR AN EIGHT-YEAR BASE TERM WITH THREE OPTIONAL ONE-YEAR EXTENSIONS FOR AN ESTIMATED CONTRACT VALUE OF \$4,023,010.42 OVER THE CONTRACT TERM INCLUDING RENEWALS. THE FIRST-YEAR COST FOR THE SOFTWARE LICENSING WILL BE \$1,743,222.12 AND IS AVAILABLE THROUGH THE FY 2025 CAPITAL BUDGET. FUNDING FOR SUBSEQUENT YEARS IS CONTINGENT UPON CITY COUNCIL APPROVAL OF THE ANNUAL BUDGET.

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WHEREAS, an offer was submitted by Carahsoft Technology Corporation (Carahsoft) to procure software licensing and implementation services for Sherpa Budget to support the Office of Management and Budget phase of the City's Enterprise Resource Planning (ERP) modernization and transformation program; and

WHEREAS, the version of SAP's Strategic Enterprise Management (SEM) budgeting system the City uses to prepare the City's budget is being phased out by SAP over the next three years; and

WHEREAS, the next logical successor program to SEM has determined to be Sherpa Budget, which includes Operating, Salary and Capital Budget Preparation functions including Budget Reporting, Publishing and Document Management; and

WHEREAS, this contract is procured through a federal supply schedule of the United States General Services Administration (GSA) Multiple Award Schedule 47QSWA18D008F; and

WHEREAS, pursuant to Texas Local Government Code §271.103, this purchase satisfies any state law requiring the City to seek competitive bids for the purchase of the goods or services; and

WHEREAS, approval of this ordinance will authorize an agreement beginning on the effective date of the ordinance awarding this agreement with licensing beginning upon provisioning, ending January 31, 2026, and then annually renewing on February 1st of each year through January 31, 2033; and

WHEREAS, approval of this ordinance will also authorize the City to renew for three additional, one-year periods; and

WHEREAS, the estimated contract cost is \$4,023,010.42 over the term of the agreement including renewals; and

WHEREAS, the first-year cost for the software licensing will be \$1,743,222.12, and is available through the FY 2025 Capital Budget; and

WHEREAS, all expenditures will be in accordance with the applicable fiscal year's budget approved by City Council; **NOW THEREFORE**:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The offer submitted by Carahsoft Technology Corporation, using the GSA Federal Supply Schedule contract, Multiple Award Schedule 47QSWA18D008F, to provide the City of San Antonio with SAP's software licensing and implementation services for Sherpa Budget software suite, beginning on the effective date of the ordinance awarding this agreement with licensing beginning upon provisioning, ending January 31, 2026, and then annually renewing on February 1st of each year through January 31, 2033, with the option for the City to renew for three additional, one-year periods, for an estimated total cost of \$4,023,010.42, over the term of the agreement including renewal options, is hereby accepted, subject to and contingent upon the deposit of all required bonds, performance deposits, insurance certificates and endorsements. The price tabulation and agreement are attached hereto and incorporated herein for all purposes as **Exhibit I**. The City Manager or designee, Deputy Chief Financial Officer or designee, or the Chief Information Officer or designee is hereby authorized to execute contracts and any documents necessary to carry out the purposes of this ordinance.

SECTION 2. Funds for this ordinance in the amount of \$1,743,222.12 is available in Fund 43099000, Project 09-00137, WBS Element 09-00137-02 and GL Account 5203080.

SECTION 3. Additional funds for this ordinance for the initial term and possible three optional one-year extensions in the estimated amount of \$2,279,788.30 is contingent upon City Council approval of the annual budget.

SECTION 4. Payment not to exceed the estimated contract value of \$60,672,041.00 is authorized to be encumbered with purchase orders and made payable to Carahsoft Technology Corporation. Funding is provided by Certificates of Obligation bond funds. Payment is limited to the availability of funds at the time of invoice delivery.

SECTION 5. The financial allocations in this ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager, or the City Manager's designee, correct allocation to specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers, and SAP GL Accounts as necessary to carry out the purpose of this ordinance.

SECTION 6. This ordinance is effective immediately upon passage by eight or more affirmative votes; otherwise, it is effective on the tenth day after passage.

LC
__/__/24
Item No. __

PASSED and APPROVED this __ day of _____, 2024.

M A Y O R
Ron Nirenberg

ATTEST:

APPROVED AS TO FORM:

Debbie Racca-Sittre, City Clerk

Andrew Segovia, City Attorney

DRAFT