



City of San Antonio

Agenda Memorandum

File Number:
{{item.tracking_number}}

Agenda Item Number: 5

Agenda Date: May 13, 2025

In Control: Audit Committee

DEPARTMENT: Information Technology Services Department

DEPARTMENT HEAD: Craig Hopkins

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Pre-Solicitation High Profile Briefing for the SAP Upgrade Program – System Integration Services for Ariba & S/4

SUMMARY:

The Information Technology Services Department (ITSD) will present a pre-solicitation briefing for the selection of a firm to provide management of implementation and system integration for SAP Ariba & S/4 modules. This briefing will allow an opportunity for input from committee members.

BACKGROUND INFORMATION:

The pre-solicitation briefing will cover the estimated contract value, projected timelines, scope of work, terms of the contract, proposed scoring criteria, evaluation committee members, project considerations, local preference program applicability, veteran-owned small business preference

program applicability and SBEDA Program requirements.

The City of San Antonio (City) plans to transition to SAP's Ariba & S/4 as part of the third and final phase of our Enterprise Resource Planning (ERP) system upgrade, as the current City version of SAP support expires in the next two years. The upgrade represents a strategic step in achieving the City's transformation to a Digital Enterprise. The City intends to issue an award to one experienced vendor to manage implementation and system integration for Ariba & S/4. The selected vendor will work closely with internal City stakeholders and third-party partners to ensure successful realization of Ariba to optimize procurement business processes to empower the City to make data centric decisions for: 1) Supplier Management, Strategic Sourcing, Procurement Processing and Financial Supply Chain; and 2) S/4 to optimize business processes to for Core Financials, Funds Management and Grants Management.

ITSD has worked with the Finance Department over the past 18 months to issue service contracts, which total a value of \$14.9 million.

- Independent Verification and Validation Services for the SAP Upgrade Program
- System Integrator Services for SAP Success Factors – Human Resources
- System Integrator Services for SAP Budget Development - OMB

This is the final service contract related to the SAP upgrade. The estimated contract value is \$14.0 million: System Integrator Services for SAP Ariba & S/4 – Finance.

ISSUE:

For briefing purposes only.

FISCAL IMPACT:

For briefing purposes only.

ALTERNATIVES:

For briefing purposes only.

RECOMMENDATION:

For briefing purposes only.