

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

ORDINANCE

APPROVING A CONTRACT WITH ACCENTURE LLP FOR IMPLEMENTATION SERVICES FOR SAP'S HUMAN CAPITAL MANAGEMENT (HCM) SOFTWARE SUITE INCLUDING SUCCESSFACTORS AND BENEFITFOCUS FOR THE INITIAL PHASE OF THE CITY'S ENTERPRISE RESOURCE PLANNING (ERP) MODERNIZATION AND TRANSFORMATION PROGRAM FOR AN AMOUNT NOT TO EXCEED \$4,432,000.00, WHICH INCLUDES ESTIMATED TRAVEL COSTS, REQUIRED INTEGRATION SOFTWARE AND \$392,000.00 FOR PROJECT CONTINGENCY. THE TERM OF THE CONTRACT IS FOR TWO YEARS WITH TWO, ONE-YEAR RENEWAL OPTIONS. THE SAP HCM SOFTWARE SUITE INCLUDES FUNCTIONALITY INCLUDING EMPLOYEE MANAGEMENT, BENEFITS ADMINISTRATION, TRAINING MANAGEMENT, AND EMPLOYEE AND MANAGER SELF SERVICE. FUNDING IS FROM CERTIFICATES OF OBLIGATION AND IS INCLUDED IN THE FY 2024 - FY 2029 CAPITAL IMPROVEMENT PROGRAM.

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WHEREAS, the City released a Request for Proposal (RFP) seeking proposals for system integration services for SAP's Human Capital Management (HCM) software suite including SuccessFactors and Benefitfocus for the initial phase of the City's Enterprise Resource Planning (ERP) modernization and transformation program; and

WHEREAS, the SAP HCM software suite includes functionality including Employee Management, Benefits Administration, Training Management, and Employee and Manager Self Service; and

WHEREAS, the City has used SAP's Enterprise Resource Planning (ERP) software since 2004 and the version of the software the City uses is being phased out by SAP and over the next three years the software will be upgraded to the latest version; and

WHEREAS, two responses were received and evaluated; and

WHEREAS, staff recommends Accenture LLP for award of this contract; and

WHEREAS, approval of this ordinance will authorize a two-year contract beginning upon award, with the option for the City to renew for two, additional one-year periods; 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 City Manager, or Chief Information Officer, or Deputy Chief Financial Officer or their designee, is hereby authorized to execute the *Professional Services Agreement for System Integration for SAP Success Factors*, a copy of which is attached hereto and incorporated herein as **Exhibit I**.

SECTION 2. Funds in the amount up to \$4,432,000.00 is available in Fund 43099000, Project 09-00137, WBS Element 09-00137-04 and GL Account 5201040.

SECTION 3. Payment not to exceed \$4,432,000.00 is authorized to be encumbered with purchase orders and made payable to Accenture LLP. Payment is in support of the implementation services for SAP's Human Capital Management (HCM) software suite. Funding is provided by the Certificates of Obligation funds and is included in the FY 2024 - FY 2029 CIP Budget.

SECTION 4. 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 designee, correct allocations 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 5. This ordinance is effective immediately upon passage by eight or more affirmative votes; otherwise, it is effective on the tenth day after passage.

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