

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

ORDINANCE

APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH GARTNER, INC., FOR INDEPENDENT VERIFICATION AND VALIDATION SERVICES TO ASSIST THE CITY WITH STRATEGY DEVELOPMENT, SOLICITATION INITIATION AND ANALYSIS, DEPLOYMENT, DOCUMENTATION, AND TESTING PROCESSES THROUGHOUT THE MULTI-TIERED UPGRADE PROGRAM OF THE CITY'S ENTERPRISE RESOURCE PLANNING SYSTEM, SAP, FOR AN ESTIMATED COST OF \$6,761,651.00, FOR A THREE-YEAR TERM, WITH TWO, ONE-YEAR RENEWAL OPTIONS. FUNDING IN THE AMOUNT OF \$6,761,651.00 IS INCLUDED IN THE FY 2023 - 2028 CAPITAL IMPROVEMENT PROGRAM.

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WHEREAS, the City of San Antonio launched SAP's Enterprise Resource Planning (ERP) software suite in 2004 and for nearly twenty years, the SAP ERP has been the City's main business management system and is used by every department to conduct daily business including vendor payments, contracting, revenue management, budgeting, and HR management; and

WHEREAS, over the next three years the City plans to transition to the latest versions of SAP's ERP solutions including Success Factors, Ariba and S/4HANA; and

WHEREAS, the City released a Request for Proposal (RFP) for Independent Verification & Validation (IV&V) for SAP to provide the City with strategy development, solicitation initiation and analysis, deployment, documentation, and testing processes throughout the multi-tiered upgrade program; and

WHEREAS, two responses were received and evaluated; and

WHEREAS, staff recommends Gartner, Inc., for award of this contract; and

WHEREAS, approval of this ordinance will authorize a contract beginning upon City Council approval and remaining in full force and effect for a three year period, with the option for the City to extend for two, additional one-year periods, for an estimated total amount of \$6,761,651.00; and

WHEREAS, funding in the amount of \$6,761,651.00 for Independent Verification & Validation services is included in the FY 2023 - 2028 Capital Improvement Program; **NOW THEREFORE:**

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

SECTION 1. This *Professional Services Agreement for Independent Verification and Validation for SAP* between the City and Gartner, Inc., (the “Agreement”) is hereby approved in all things. A copy of the Agreement is attached hereto as **Exhibit I**. The City Manager, Chief Information Officer, the Deputy Chief Financial Officer or their designee, are hereby authorized to execute the Agreement on behalf of the City of San Antonio.

SECTION 2. Payment not to exceed \$6,761,651.00 is authorized to be encumbered with a purchase order and made payable to Gartner, Inc. Payment is in support of Project 09-00137 Financial System Upgrade. Funding for this project is provided by the COs and is included in the FY 2023 – FY 2028 CIP Budget.

Payment is limited to the amounts budgeted in the Operating and/or Capital Budget funding sources identified. All expenditures will comply with approved Operating and/or Capital Budgets for current and future fiscal years.

SECTION 3. 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 4. 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 _____, 2023.

M A Y O R
Ron Nirenberg

ATTEST:

APPROVED AS TO FORM:

Debbie Racca-Sittre, City Clerk

Andrew Segovia, City Attorney