

**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 (CARAHSOFT) 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. THE SAP HCM SOFTWARE SUITE INCLUDES EMPLOYEE MANAGEMENT, BENEFITS ADMINISTRATION, TRAINING MANAGEMENT, AND EMPLOYEE AND MANAGER SELF SERVICE FUNCTIONALITY FOR AN ESTIMATED TOTAL COST OF \$20,746,851.32, INCLUDING RENEWAL OPTIONS. THE FIRST-YEAR COSTS FOR THE SOFTWARE LICENSING OF \$1,829,290.87 IS AVAILABLE FROM CERTIFICATES OF OBLIGATION AND INCLUDED IN THE FY 2024 – FY 2029 CAPITAL IMPROVEMENT PROGRAM. THIS CONTRACT IS FOR A SEVEN-YEAR BASE TERM WITH FOUR OPTIONAL ONE-YEAR EXTENSIONS. 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) 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 Employee Management, Benefits Administration, Training Management, and Employee and Manager Self Service functionality for an estimated cost of \$20,746,851.32, for a seven-year base term with the option for the City to renew for four additional, one-year periods; 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, the first-year costs for the software licensing in the amount of \$1,829,290.87 is available from Certificates of Obligation and included in the FY 2024 – FY 2029 Capital Improvement Program; 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 HCM software suite including SuccessFactors and Benefitfocus for the initial phase of the City's ERP) modernization and transformation program for a base a seven-year base term with the option for the City to renew for four additional, one-year periods for an estimated cost of \$20,746,851.32 is hereby accepted, subject to and contingent upon the deposit of all required bonds, performance deposits, insurance certificates and endorsements. The price quotation is attached hereto and incorporated herein for all purposes as **Exhibit I**. The City Manager or designee, Director of Finance 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. Payment not to exceed \$1,829,290.87 is authorized to be encumbered with purchase orders and made payable to Carahsoft Technology Corporation (Carahsoft) for SAP's Human Capital Management (HCM) software. Payment is in support of Project 09-00137 Financial System Upgrade using WBS element 09-00137-04 with GL Account 5201040. Funding is provided by Certificates of Obligation and is in the FY 2024 - FY 2029 CIP Budget.

SECTION 3. Funding for subsequent years is contingent upon City Council approval of the annual budget. Additional payments to Carahsoft Technology Corporation are contingent upon availability of funds for the duration of this contract.

SECTION 4. The financial allocations in this ordinance are subject to approval by the Director of Finance, City of San Antonio. The Director of Finance 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 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