

Pre-Solicitation Briefing for the System Integrator for Human Resources SuccessFactors– SAP Upgrade



Audit Committee

Date: September 12, 2023

Presented by: Craig Hopkins, Chief Information Officer
Information Technology Services Department

Agenda

1. Situation and Scope
2. Platform Approach - Upgrade
3. Program Procurement Timeline
4. Pre-Solicitation Briefing – SuccessFactors System Integrator
5. Upcoming Solicitations for System Integrators
6. Post-Solicitation Briefing for Independent Verification and Validation Services

Situation and Scope

COSA needs to migrate the current SAP/ERP platform to a modern, integrated ERP solution. This includes hybrid cloud capabilities, innovative business solutions, and re-engineered operational business processes. This allows the creation of a next generation, fully integrated ERP system, that drives additional business value to COSA employees and our residents.

Why we can't stay on what we have:

- End of Life; Premium support ends in 2027
- Increase Efficiency; Eliminate manual processes
- Improve Performance; Simplify data model
- Improve User Experience; Modern user interface
- Create Scale; Security, data model, hybrid cloud

Scope/Responsibility: (6 workstreams)

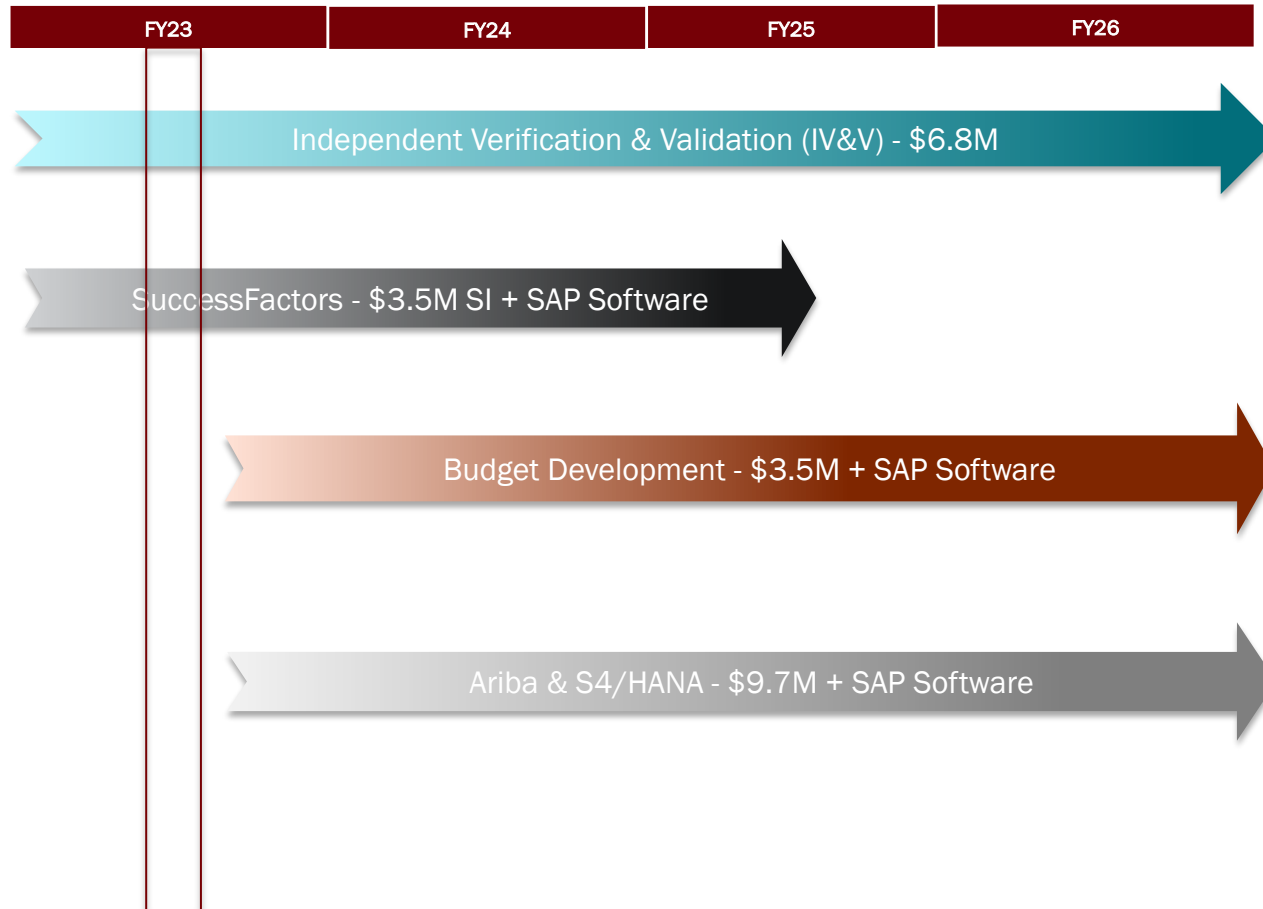
- Budget to Report- B2R (OMB/Finance)
- Hire to Retire- H2R (HR)
- Source to Pay- S2P (Finance/Procure)
- Order to Cash- O2C (Finance)
- Acquire to Retain- A2R (Finance)
- Manage IT- MIT (ITSD)

Platform Approach - Upgrade

- Conducted 18 months of planning and 14 detailed discovery capability sessions with Finance, Procurement, HR, OMB, ITSD and other stakeholders.
- Decision is to upgrade our current SAP suite and platform to the latest business modules and capabilities across Finance, Procurement, HR, Budget, and IT.
- Upgrade decision gives us the greatest opportunity to re-engineer operational business processes and create a next generation, fully integrated ERP system that:
 - Drives additional business value to COSA employees and our residents,
 - At the lowest implementation and operational costs,
 - With the shortest time to value,
 - While minimizing the risk to our employees and current business operations.



Program Procurement Timeline – High Profile



Pre-Solicitations	Estimated Contract Value
Independent Verification and Validation Partner	\$6.8M
SuccessFactors System Integrator	\$3.5M
Budget Development System Integrator	\$3.5M
Ariba & S4/HANA System Integrator	\$9.7M
Direct Contracts	Estimated Contract Value
SAP Services	\$2.9M
Consulting & System Integrator Services	Estimated Total Value
Total	\$26.4M

Estimated Total Program Cost:

- \$16M Software Licenses
- \$26.4M Consulting & System Integrator Services
- \$12.6M Contractors/Staffing

Pre-Solicitation – SuccessFactors System Integrator

Solicitation Overview



Experienced SAP SuccessFactors System Integrator to manage implementation of SAP SuccessFactors. Responsible for Project Schedule, Development, Testing, Execution and Delivery. Assist and guide COSA in utilizing best practices to optimize HR business processes to empower COSA to make data centric decisions, including but not limited to the following Business Functions:

- Employee Management
- Employee Benefits Management
- Employee Self Service
- Manager Self Service
- Organizational Management
- Learning Management

Solicitation Type:

- Request for Proposals (RFP)

Proposed Term:

- Project Implementation and Acceptance

Estimated Value:

- \$3.5 Million

Current Contract Status:

- New Contract

Solicitation Overview



Outreach	
NIGP Codes Identified	95877 - Project Management 92091 - Training 92064 - System Implementation & Engineering Services 92024 - Data Conversion Services 92065 - System Requirements QA Review 91890 - Strategic Technology Planning & Consulting Services
Number of Vendors to be Notified	Central Vendor Registry: 999 Veteran Owned Small Business (SBA/SCTRCA): 3,733
Advertising	TVSA Channel 21 COSA Bidding Opportunities website Hart Beat

Evaluation Voting Members
Craig Hopkins, Chief Information Officer, Information Technology Services Department
Kevin Goodwin, Chief Technology Officer, Information Technology Services Department
Troy Elliott, Deputy Chief Financial Officer, Finance Department
Renee Frieda, Director, Human Resources Department
Justina Tate, Director, Office of Management and Budget
Melanie S. Keeton, Assistant Director, Finance Department
Ted Scholz, Sr. HR Analyst, Human Resources Department

Solicitation Requirements



Evaluation Criteria

Experience, Background, and Qualifications: 45 points
Proposed Plan: 20 points
Pricing: 10 points
M/WBE Prime Contract Program: 5 points
ESBE Prime Contract Program: 5 points
Local Preference Program: 10 points
Veteran Owned Small Business Preference Program: 5 points

Additional Requirements

Audited Financial Statements: Not Required
SBEDA Subcontracting Requirements: 5% M/WBE; 2% AABE

SBEDA Goal Setting Overview



Goal Setting Committee Members

Craig Hopkins, Chief Information Officer, Information Technology Services Department
Nikki Ramos, Assistant Director, Parks & Recreation Department
Angelica Mata, Assistant Director, Finance Department
Michael Sindon, Administrator, Small Business Office, Economic Development Department
Frank Munoz, Citizen

API Applied

SBEDA Program Criteria = 10 points

- ESBE Prime Contract Program = 5 points
- M/WBE Prime Contract Program = 5 points

SBEDA Subcontracting Requirements: 5% M/WBE Subcontracting; 2% AABE Subcontracting

- Self-performance by Prime respondents will count toward subcontracting goals.

Availability Analysis

APIs are supported by the following analysis on a contract-by-contract basis:

- Opportunities for S/M/WBEs within the scope of work
- Percentage of S/M/WBEs available in the Central Vendor Registry
- Utilization of S/M/WBEs on historic projects similar in nature

Project Timeline



Upcoming Pre-Solicitation Activity– System Integrator for Budget Development



Budget Development: Experienced Implementation System Integrator to manage implementation of SAP Budget AR.

Responsible for Project Schedule, Development, Testing, Execution and Delivery. Assist and guide COSA in utilizing best practices to optimize business processes to empower COSA to make data centric decisions. Including but not limited to the following Business Functions:

- Budget Planning
- Personnel Cost Planning
- Decision Package Management

Estimated Contract Value: \$3.5M



Upcoming Pre-Solicitation Activity– System Integrator for Ariba & S/4 HANA

Experienced SAP ARIBA and S/4 HANA System Integrator to manage implementation of SAP ARIBA and S/4 HANA. System Integrator will be responsible for all aspects of system implementation.

Ariba:

Optimize Procurement business processes to empower COSA to make data centric decisions. Including but not limited to the following Business Functions:

- Supplier Management
- Strategic Sourcing
- Procurement Processing
- Financial Supply Chain

S/4 HANA:

Optimize business processes to empower COSA to make data centric decisions. Including but not limited to the following Business Functions:

- Core Financials
- Funds Management
- Grants Management

Estimated Contract Value: \$9.7M

Post-Solicitation Briefing for Independent Verification and Validation Services – SAP Upgrade



Audit Committee

Date: September 12, 2023

Presented by: Craig Hopkins, Chief Information Officer
Information Technology Services Department

Solicitation Overview

Experienced firm to serve as an Independent Verification and Validation service provider for an ERP (Enterprise Resource Planning) implementation using SAP SuccessFactors, Ariba and SAP Hana/S4. COSA will upgrade the existing ERP SAP ECC (Enterprise Central Component) system for all Finance, Budget, Human Resources and Procurement activities. This upgrade is anticipated to have the same level of complexity and organizational impact as a new SAP installation.

Solicitation Type:

- Request for Proposals (RFP)

Proposed Term:

- 3 Years with 2, 1 Year Options

Estimated Value:

- \$6.8 Million

Current Contract Status:

- New Contract

Recommended Award



RFP for Independent Verification & Validation for SAP (23-044; 6100016421) Score Summary *FINAL EVALUATION July 7, 2023	Maximum Points	VENDOR A	VENDOR B
A - Experience, Background, Qualifications	40	35.71	21.86
B - Proposed Plan	20	18.57	9.71
A - B Sub-Total	60	54.28	31.57
C - Price	15	4.58	15.00
D - SBEDA - SBE Prime Contract Program	5	0.00	0.00
D - SBEDA - M/WBE Prime Contract Program	5	0.00	0.00
E - Local Preference Program	10	0.00	0.00
F - Veteran-Owned Small Business Preference Program	5	0.00	0.00
TOTAL SCORE	100	58.86	46.57
RANK BASED ON TOTAL SCORE		1	2

* One evaluation meeting held with no interviews conducted.

Due Diligence



Finance and Audit Departments – Due Diligence Results

Number of vendors notified:	326
Number of vendors at pre-submittal conference:	21
Number of responses received:	2
Results of Minimum Requirements Review	No Material Findings
Results of Due Diligence Review	No Material Findings

Thank You



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